DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
November 16, 2026

REGULAR MEETING AGENDA
LINCOLN ROOSEVELT SCHOOL
34 N. Hillside Avenue, Succasunna, NJ 07876

CALL TO ORDER: 6:30 P.M. PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

Anyone wishing to speak about agenda or non-agenda items at a meeting of the Roxbury Township Board of Education must follow these procedures. Located on the front table will be forms entitled, ***Speaker Request Form****. Please fill one out indicating your name and address and the agenda item or topic you wish to discuss. After completing the form, return it to the Assistant Business Administrator. Thank you for your cooperation.*

I. MEETING CALLED TO ORDER

The Roxbury Township Board of Education is meeting in a Regular Session for discussion on business before the Board tonight.

The New Jersey Open Public Meetings Law was enacted to ensure the public's right to have advance notice of and to attend meetings of public bodies at which business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, the Board has caused written notice of this meeting and copies of its agenda to be transmitted to:

TAPinto Roxbury

West Morris Reporter - Newspaper	Municipal Clerk
Daily Record - Newspaper	Roxbury Public Library
Star Ledger - Newspaper	Roxbury Website - www.roxbury.org/boe/meetings-minutes

The notice of tonight's meeting has been posted in the Board's Business Office.

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on November 16, 2026, regarding personnel matters, student matters and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

*Mt. Arlington representative votes

VII. PRESENTATIONS

- KES Honoring our Veterans and America's 250th
- FES Highlights Tomorrow's Teacher FES Event, Red Ribbon Week, & Week of Respect
- NJSLA Spring 2026 Results - presented by Dr. Frank Santora

VIII. CORRESPONDENCE

IX. STUDENT REPRESENTATIVE'S COMMENTS

X. BOARD PRESIDENT'S COMMENTS

XI. SUPERINTENDENT'S REPORT

XII. BUSINESS ADMINISTRATOR'S REPORT

XIII. MINUTES

1. Minutes of the Regular Board Meeting of October 12, 2026.
2. Minutes of the Executive Session of October 12, 2026.
3. Minutes of the Board Retreat of October 15, 2026.

XIV. COMMITTEE REPORTS

Each Committee Chair will advise the full board of the last committee meeting, and the next committee meeting, and any other comments you believe are important for the full board to know.

A. COMMUNITY RELATIONS/SHARED SERVICES
B. EDUCATION
C. FACILITIES/FINANCE
D. PERSONNEL
E. POLICIES/GOVERNANCE
F. NEGOTIATIONS
G. SUSTAINABILITY

XV. PUBLIC COMMENTS - Action Items - There is a three-minute time limit, per Board Policy.

XVI. ACTION ITEMS

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business, and will be voted on by one motion.

A. Finances *(Resolutions 1-17)*

STUDENT ACTIVITY ACCOUNTS

*1. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bill lists for the month of October 2026 as follows:

Roxbury High School	$13,430.87	Franklin School	$819.00
Eisenhower Middle School	$6,841.73	Kennedy School	$0

Lincoln Roosevelt School	$0	Jefferson School	$2,101.00
		Nixon School	$0

BILLS LIST

*2. RESOLVED, that the Roxbury Township Board of Education approve the November 2026 bills list totaling $4,683,327.67.

TRANSFERS

*3. RESOLVED, that the Roxbury Township Board of Education approve the August 2026 list and September 2026 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.

SECRETARY'S REPORT

*4. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Reports for August 2026 and September 2026.

TREASURER'S REPORT

*5. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Reports for August 2026 and September 2026.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

*6. RESOLVED, that the Roxbury Township Board of Education, pursuant to N.J.S.A. 18A:19-4, does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation, and

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary's and Treasurer's monthly financial reports for the month of August 2026 and the month of September 2026 that no major accounts and fund balances in the 2025/2026 budget have been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

TRAVEL REQUESTS

*7. RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as presented which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities, and promotes the delivery of instruction or further the efficient operation of the school district. The reimbursements are in compliance with the state travel reimbursement guidelines as established by the Department of Treasury and Board of Education policy in accordance with N.J.A.C. 6A-23B-1.1 et seq.

	Name	*Workshop Title*		*Place**	*Date of Workshop*	*Registration Fee*	*Total Estimated Expenses*
1	Kobliska, Paul	AMTNJ Fall 2026 Conference	T2	Lincroft, NJ	11/20/26	$215.00	$243.20
2	Gervasio, Kiley	AMTNJ Fall 2026 Conference	4	Lincroft, NJ	11/20/26	$215.00	$269.14
3	Iacobino, Kristin	AMTNJ Fall 2026 Conference	4	Lincroft, NJ	11/20/26	$215.00	$270.74
4	Meeker, Reed	AMTNJ Fall 2026 Conference	4	Lincroft, NJ	11/20/26	$215.00	$272.81

*Mt. Arlington representative votes

5	Popowycz, Becky	AMTNJ Fall 2026 Conference	4	Lincroft, NJ	11/20/26	$215.00	$215.00
6	Barbolini, Carissa	William Paterson University School Counselor Reception	4	Wayne, NJ	11/23/26	$0	$31.27
7	Belfiore, Christina	William Paterson University School Counselor Reception	4	Wayne, NJ	11/23/26	$0	$30.46
8	Oyola, Tashi	FDU Counselor Luncheon	4	Florham Park, NJ	12/3/26	$0	$16.06
9	Schmitt, Chelsea	FDU Counselor Luncheon	4	Florham Park, NJ	12/3/26	$0	$16.06
10	Trotter, Greg	Garden State Baseball Coaches Clinic	4	Atlantic City, NJ	12/3/26-12/4/26	$100.00	$229.12
11	Jacobsen, Laura	PE Jam	4	Kinnelon, NJ	12/4/26	$0	$21.86
12	Kobliska, Paul	NJSELA Winter Roundtable 2026	4	New Brunswick, NJ	12/4/26	$0	$17.67
13	Ferrare, Lisa	Regional Women's Educational Leadership Breakfast	4	Union, NJ	12/7/26	$65.00	$89.83
14	Mainiero, Melissa	Work-Based Learning Coordinators Round Table (Year 2)	4	Rockaway, NJ	1/26/27	$0	$4.89
15	Hellner, Tom	NJASA Techspo 2027	4	Atlantic City, NJ	1/27/27-1/29/27	$625.00	$1212.62
16	Pitzer, Wade	NJASA Techspo 2027	4	Atlantic City, NJ	1/27/27-1/29/27	$625.00	$1213.19
17	Oyola, Tashi	Florida Sunshine Tour 2027	4	State of Florida	1/31/27-2/7/27	$375.00	$375.00
18	Demova, Bohdanka	Seton Hall Model UN	4	South Orange, NJ	2/6/27-2/7/27	$40.00	$96.40
19	Barry, Ken	NJ Music Educators Annual In-Service Conference	4	Atlantic City, NJ	2/18/27-2/20/27	$0	$335.11
20	Fernandes, Theresa	Nonviolent Crisis Intervention Renewal (Crisis Prevention Institute/CPI)	4	South Plainfield, NJ	2/18/27	$2,499.00	$2529.79
21	Gottfried, Michael	Penn State’s THON	4	University Park, PA	2/19/27-2/21/27	$0	$0
22	Kulick, Justin	Penn State’s THON	4	University Park, PA	2/19/27-2/21/27	$0	$0
23	Posbergh, Erin	Penn State’s THON	4	University Park, PA	2/19/27-2/21/27	$0	$185.18
24	Richman, Margery	Penn State’s THON	4	University Park, PA	2/19/27-2/21/27	$0	$0
25	Crispino, William	Academy for Sports Medicine Field Trip	4	Lake Placid, NY	2/24/27-2/25/27	$0	$0*
26	Koch, Joseph	Academy for Sports Medicine Field Trip	4	Lake Placid, NY	2/24/27-2/25/27	$0	$0*
27	O’Brien, William	Academy for Sports Medicine Field Trip	4	Lake Placid, NY	2/24/27-2/25/27	$0	$0*
28	Zengel, Renee	Academy for Sports Medicine Field Trip	4	Lake Placid, NY	2/24/27-2/25/27	$0	$0*
29	Mueller, Sandra	NAEA National Convention 2027	4	New York, NY	3/4/27-3/5/27	$415.00	$515.28
30	Bednarcik, Sarah	Spring Band Trip	4	Boston, MA	4/23/27-4/25/27	$0	$0
31	Conrad, Jeffrey	Spring Band Trip	4	Boston, MA	4/23/27-4/25/27	$0	$0
32	Monaghan, Mark	Spring Band Trip	4	Boston, MA	4/23/27-4/25/27	$0	$0
33	Sweer, Ryan	Spring Band Trip	4	Boston, MA	4/23/27-4/25/27	$0	$0
34	Toncic, Jason	Spring Band Trip	4	Boston, MA	4/23/27-4/25/27	$0	$262.78
35	Toncic, Jason	New Jersey Leadership Academy	4	Online	11/19/26, 12/8/26, 12/16/26	$450.00	$450.00
36	Lutz, Meredith	WRS Introductory Course	4	Online	12/1/26 - 12/3/26	$690.00	$690.00

*Mt. Arlington representative votes

37	Moghadamniya, Briana	WRS Introductory Course	4	Online	12/1/26-12/3/26	$690.00	$690.00
38	Barbato, Shelby	Using AI Tools to Enhance Student Learning and Increase Productivity for Speech-Language Pathologists	4	Online	12/3/26	$295.00	$295.00
39	Seminerio, Christine	TMI Education LLC - Hot Issues in Special Education Law 2026/2027	4	Online	12/8/26	$160.00	$160.00
1-State/Federal policy requirements, 2-State curricular requirements, 3-State Initiatives, 4-Individual job requirements, T2-paid for by Title II funding, T3 paid for by Title III funding. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed. *Pending fundraiser funding.							

APPROVAL OF SETTLEMENT AGREEMENT

8. RESOLVED, upon the recommendation of the Superintendent of Schools and Board Attorney, that the Settlement Agreement in the matter AGENCY REF. NO.: 2027-41876 to be approved.

APPROVAL OF A NEW ALTERNATIVE MIDDLE/HIGH SCHOOL PROGRAM

*9. RESOLVED, that the Roxbury Township Board of Education approve the establishment of an Alternative Middle/High School Program to include students in seventh and eighth grades at Lincoln Roosevelt School.

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution XVI.A.42 approved on July 13, 2026.

AUTHORIZATION OF PURCHASE OF ELECTRICITY SUPPLY

*10. WHEREAS, the Roxbury Township Board of Education authorized participation in the EMEX Reverse Auction in order to procure **electricity**, and the auction was conducted on October 13, 2026; and

WHEREAS, the auction did achieve a price lower than $0.1019/kWh or less for a 24 month term,

NOW THEREFORE BE IT RESOLVED, that the Roxbury Township Board of Education approve a contract with Constellation NewEnergy, Inc., 141 West Front Street, Suite 220, Red Bank, NJ, to supply electricity at a supply price of $0.09190/kWh commencing May 18, 2027 and ending May 26, 2029.

APPROVAL OF PURCHASES

*11. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Zonar GPS maintenance and monitoring services for the Transportation Department from Zonar Systems, Inc., 18200 Cascade Ave S., Seattle, WA, in the amount of $38,170.68 for the 2026/2027 school year.

OUT-OF-DISTRICT PLACEMENT/SERVICES - 2026/2027

*12. RESOLVED, that the Roxbury Township Board of Education approve the 2026/2027 School Year Out-Of-District Placements/Services listed below:

State ID	*School or Provider*	*Total Cost*	*Dates*
6911674185	Fair Lawn Board of Education	$17,422.82	9/8/26-3/24/27
3748593945	CTC Academy, Inc.	$82,021.68	10/16/26-6/30/27

ACCEPTANCE OF GRANT

*13. RESOLVED, that the Roxbury Township Board of Education accept the grant through Ray Foundation, Inc. from DAFgiving 360, 211 Main Street, San Francisco, CA, in the amount of $10,000 for scholarships/field trips for the Roxbury High School Aviation program.

ACCEPTANCE OF DONATION

14. RESOLVED, that the Roxbury Township Board of Education approve the complimentary services for “Teachers Wellness Days” held at Kennedy Elementary School and Nixon Elementary School provided by Alliance Health System, 14 Cliffwood Ave W., Matawan, NJ.

EXTRACURRICULAR PAYMENTS

*15. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2026/2027 school year.

26/27 Specialized Athletic Consultants							
	Name	*Position*	*Sport*	*Loc of Sport*	*Start Date*	*Payment*	*Discussion*
1	Cobb, Ahjionae	Specialized Consultant	Basketball-Girls	RHS	11/17/26 [#]	$3,500 by the Roxbury Girls Basketball Booster Club	[#] Pending completion of documentation in accordance with the law or district policy.

APPROVAL OF DISPOSAL OF PROPERTY

*16. RESOLVED, that the Roxbury Township Board of Education approve the disposal of a piano at Roxbury High School. This item has been identified as obsolete, broken, and/or no longer functioning; if unsellable, items will be discarded.

17. RESOLVED, that the Roxbury Township Board of Education approve the disposal of various library books located at Nixon Elementary School, which have been identified to be outdated, etc., be discarded, sold, or donated, as appropriate according to Regulation 7300.3, Disposition of Personal Property.

B. Education *(Resolution 1-4)*

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business and will be voted on by one motion.

2027 EXTENDED SCHOOL YEAR PROGRAM

*1. RESOLVED, that the Roxbury Township Board of Education amend the dates for its 2027 Extended School Year Program as follows, with these dates to be updated accordingly on the district’s 2027/2028 school calendar:

- Monday, June 28, 2027 through Thursday, July 1, 2027;
- Tuesday, July 6, 2027 through Thursday, July 8, 2027;
- Monday, July 12, 2027 through Friday, July 16, 2027;
- Monday, July 19, 2027 through Thursday, July 22, 2027; and
- Monday, July 26, 2027 through Thursday, July 29, 2027.

In addition to the program dates, teachers are required to be available at least one day (not to exceed 4 hours) prior to June 28, 2027.

HIB REPORT

*2. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent's decisions provided in the Harassment, Intimidation, and Bullying Report for the 2026/2027 school year for Incident Nos. 1 & 2.

*3. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2026/2027 school year for Incident Nos. 3 through 11.

FIELD TRIPS / COMPETITIONS

*4. RESOLVED, that the Roxbury Township Board of Education approve staff and students for participation in **overnight field trip requests** as listed.

	School	*Group*	*Estimated # of Students*	*Trip Destination*	*Location*	*Faculty Sponsor(S) & Chaperones(C)*	*Total Estimated Expenses to District/School*
1	RHS	Rox-THON	26	Penn State (University Park)	State College, PA	Three chaperones: 1.M.Gottfried(S)(C); 2.Admin E.Posbergh(C); and 3.J.Kulick OR M.Richman(C)	$185.18 for Mileage Reimb. for Admin Chaperone; plus Sub Coverage for 2 staff for 1 day
2	RHS	Academy for Sports Medicine	40	Lake Placid Olympic Center	Lake Placid, NY	J.Koch(S)(C); W.O'Brien(C); R.Zengel(C); Admin W.Crispino(C)	Sub Coverage for 2 staff for 2 days
3	RHS	Bands	100	University of Connecticut; City of Boston	Storrs, CT and Boston, MA	J.Conrad(S)(C); S.Bednarcik(C); M.Monaghan(C); R.Sweer(C); Admin J.Toncic(C); Parents TBD(C,[#]) [#] Pending completion of documentation in accordance with the law or district policy.	$263 Travel Reimb. for Admin Chaperone; plus possible Sub Coverage for 1 staff for 1 day

C. Policies *(Resolution 1)*

The following motion recommended by the Superintendent and School Business Administrator is non-controversial, a matter of routine business and will be voted on by one motion.

FIRST READING

*1. RESOLVED, that the Roxbury Township Board of Education approve the following for first reading:

FIRST READING						
	Policy/ Reg	*P/R No.*	*P/R Title [*(M) = *Mandated by law or monitoring standards]*	*Section*	*Reason*	*Exhibit No.*
1	P	0143	Board Member Election and Appointment	BYLAWS	Revised	0143P
2	P	2412	Home Instruction Due to Health Condition (M)	PROGRAM	Revised	2412P
3	***R***	2412	Home Instruction Due to Health Condition (M)	PROGRAM	Revised	2412R
4	P	2422	Statutory Curricular Requirements (M)	PROGRAM	Revised	2422P
5	P	2422.02	Parental Opt-Out From Certain Instruction (M)	PROGRAM	New	2422.02P
6	***R***	2422.02	Parental Opt-Out From Certain Instruction (M)	PROGRAM	New	2422.02R
7	P	5320	Immunization	STUDENTS	Revised	5320P
8	***R***	5320	Immunization	STUDENTS	Revised	5320R
9	P	5514	Student Use of Vehicles on School Grounds	STUDENTS	Revised	5514P
10	P	5517	School District Issued Student Identification Cards (M)	STUDENTS	Revised	5517P
11	P	7523	School District Provided Technology Devices to Students	PROPERTY	Revised	7523P
12	P	9181	Volunteer Co-Curricular Activity Advisors/Assistants	COMMUNITY	Revised	9181P
13	P	9182	Athletic Coaches	COMMUNITY	New	9182P

D. Personnel *(Resolutions 1-19)*

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business and will be voted on by one motion.

(NOTE: Approval of these resolutions authorizes the Superintendent to submit to the County Superintendent applications for emergent hiring and the candidate's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those candidates listed below. All appointments are pending verification of employment history pursuant to New Jersey P.L. 2018, c. 5 (N.J.S.A. 18A:6-7.6, et. seq.); contingent upon receipt of proper certification; and all salary placements are pending receipt of college transcripts verifying degree status.)

RESIGNATIONS, RETIREMENTS, TERMINATIONS

1. RESOLVED, that the Roxbury Township Board of Education approve the following:

	Name	*Loc*	*Position*	*Action*	*Final day of employment*	*Discussion*
* 1	Alvarez, Monica	Transp	Bus Driver	Resignation	10/30/26	
* 2	Alvarez Araque, Jose	Transp	Bus Driver	Resignation	11/20/26	
* 3	Cartelli, Aaron	Transp	Mechanic	Resignation	12/31/26	
* 4	Flannery, Katherine	RHS	School Psychologist	Resignation	12/23/26	
* 5	Moore, David	Transp	Mechanic	Resignation	12/31/26	
* 6	Perrelli, Trent	Transp	Bus Aide	Resignation	10/28/26	

* 7	Vonder Haar, William	Transp	Bus Driver	Retirement	1/6/27	

LEAVES OF ABSENCE

2. RESOLVED, that the Roxbury Township Board of Education approve the following:

	Employee	*Leave Start Date*	*Paid Leave*	*Unpaid FMLA/ NJFLA ^*	*Return Date*	*Discussion*
1	22092	11/2/26	8.5 sick days, then 3.5 personal days	FMLA	Upon release of physician	
2	17229	11/12/26	10 sick days	FMLA	Upon release of physician	
3	22881	4/5/27 or sooner if nec	Avail sick then avail personal days	FMLA/NJFLA	1/3/28	
* 4	23892	11/9/26	n/a	FMLA	Upon release of physician	
5	16227	1/7/27	38 sick	FMLA, if needed	Upon release of physician	
6	19674	1/19/27 or sooner if nec	Avail sick, then 3 personal days	FMLA/NJFLA	3/24/27	
^Leave becomes unpaid when sick/personal days depleted or released by physician, whichever occurs first.						

APPOINTMENTS

3. RESOLVED, that the Roxbury Township Board of Education ***amend*** *[see ^]* the following previously approved appointments:

	Name	*Loc*	*Position*	*Salary Guide / Step*	*Salary*	*Start Date*	*End Date*	*Prior BOE Aprvl*	*Discussion*
1	Baker, Anastasia	NES	Title I Paraprofessional	REA 26/27 Step D	$23.86 hourly	10/22/26 [^]	6/30/27	10/12/26	Replacement in AID.REG.NIX.T1.03
2	Frank, Lauren	NES	Special Education Paraprofessional	REA 26/27 Step C	$23.36	10/20/26 [^]	6/30/27	10/12/26	Replacement in AID.SPE.PT.NA.11
3	Reinoso, Krista	LRS, EMS	ESL Teacher (FTE 0.40)	26/27 MA+15 Step 7-9	$29,170 prorated [^]	10/13/26	6/30/27	10/12/26	Tenure-track replacement in TCH.DS.ESL.NA.02; and movement of position from JES & NES to LRS & EMS; chg from f/t to p/t.
4	Riggs, Deana	LRS	Special Education Paraprofessional	REA 26/27 Step E	$24.61 hourly	10/20/26 [^]	6/30/27	10/12/26	Replacement in AID.SPE.PT.NA.32
5	Stackhouse, Dawn	FES	Title I Paraprofessional	REA 26/27 Step E	$24.61 hourly	10/14/26 [^]	6/30/27	10/12/26	Replacement in AID.REG.FRA.T1.03
6	Watkins, Jordan	NES	Special Education Teacher (RC) (FTE 0.50)	26/27 BA+15 Step 10-11 [^]	$35,748 prorated [^]	10/20/26 [^]	6/30/27	10/12/26	Tenure-track replacement in TCH.SPE.RES.NA.03; and movement of position from EMS to NES; chg from f/t to p/t.

4. RESOLVED, that the Roxbury Township Board of Education approve the following:

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Discussion
* 1	Baliga, Janice	RHS	Special Education Paraprofessional	REA 26/27 Step D	$23.86 hourly	11/17/26	6/30/27	Replacement in AID.SPE.PT.NA.19
2	Brown, Jeremy	EMS	Special Education Paraprofessional	REA 26/27 Step C	$23.36 hourly	11/23/26 [#]	6/30/27	Replacement in AID.SPE.PT.NA.40
3	Filipow, Seana	JES	Special Education Paraprofessional	REA 26/27 Step C	$23.86 hourly	11/23/26	6/30/27	Replacement in AID.SPE.PT.NA.31
* 4	Hnyda, Courtney	Transp	Bus Driver	RBDG 26/27 Step 2	$34.95 hourly	11/17/26 [#]	6/30/27	Replacement in BUS.TR.DRI.RE.31
* 5	Holey, Sarah	Transp	Bus Aide	N/A	$18.30 hourly	11/17/26 [#]	6/30/27	Replacement in AID.BUS.TRN.NA.01
* 6	Jacobsen, Jill	RHS	Special Education Paraprofessional	REA 26/27 Step C	$23.36 hourly	11/17/26	6/30/27	Replacement in AID.SPE.PT.NA.28

[R] Pending release from current employer.
[#] Pending completion of documentation in accordance with the law or district policy.

APPOINTMENTS - LEAVE REPLACEMENTS

5. RESOLVED, that the Roxbury Township Board of Education ***amend*** *[see ^]* the following previously approved non-tenure track appointments:

	Name	Loc	Position	Salary	Start Date	End Date	Prior BOE Aprvl	Discussion
1	Anton, Nora	KES, NES	Leave-replacement OT	$300.00 per diem	10/22/26 [^]	12/23/26	10/12/26	Replacement in SPS.DS.OT.NA.04.
2	Robertson, Shawn	JES	Leave-repl Gr. 4 Teacher	$300.00 per diem	8/24/26	12/23/26 [^]	7/13/26	Replacement in position TCH.JEF.GR4.NA.04.

6. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions:

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
* 1	Trotter, Morgan	RHS	Leave-repl H/PE Teacher	$300.00 per diem	11/30/26 or sooner if nec [#]	4/9/27	Replacement in position TCH.RHS.PEH.NA.02.

[#] Pending completion of documentation in accordance with the law or district policy.

APPOINTMENTS - TRANSITIONAL SUBSTITUTE STAFF

*7. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions:

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
1	Trotter, Morgan	RHS	Transitional Substitute Teacher (H/PE)	$230.00 per diem	11/30/26 or sooner if nec [#]	4/9/27 or sooner [#]	Coverage for position TCH.RHS.PEH.NA.02.

[#] Pending completion of documentation in accordance with the law or district policy.

APPOINTMENTS - SUBSTITUTES

*8. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions on an as-needed basis at the board approved substitute rate of pay:

	Name	*Loc*	*Position*	*Start Date*	*End Date*
1	Gorman, Matthew	DIST	T, P, S, LA	12/1/26	6/30/27
2	Herman, Ann-Toni	DIST	T, P, S, LA	12/1/26	6/30/27
4	Hernandez, Antoinette	DIST	T, P, S, LA	11/17/26	6/30/27
5	Hrytsay, Yuriy	DIST	T, P, S, LA	11/17/26	6/30/27
6	Marzocca, Michelle	DIST	T, P, S, LA	11/17/26	6/30/27
7	O'Brien, Andres	DIST	S	11/17/26	6/30/27
8	Ruhrer, Yesenia	DIST	T, P, S, LA	11/17/26	6/30/27
9	Tayler, Eric	DIST	T, P, S, LA	11/17/26	6/30/27
Position Key: T = Substitute Teacher | P = Substitute Paraprofessional | S = Substitute Secretary | N = Substitute Nurse | LA = Substitute Lunch Aide					

SUBSTITUTES - TRANSPORTATION, TECHNOLOGY, SECURITY, MAINTENANCE/GROUNDS

*9. RESOLVED, that the following substitutes be approved on an as needed basis at the board approved substitute rate of pay:

	Name	*Position*	*Hourly Rate*	*Start Date*	*End Date*	*Discussion*
1	McDonnell, William	Substitute Bus Driver	$25.00	11/17/26	6/30/27	Not to exceed 29.5 hours per week
[#] Pending completion of documentation in accordance with the law or district policy.						

APPOINTMENTS - EXTRACURRICULAR

*10. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2026/2027 school year.

26/27 Club Appts							
	POS LOC	*POS TYPE*	*POSITION*	*ASSIGNMENT*	*NAME*	*26/27 TOTAL Stipend*	*Discussion*
1	RHS	CLUB	Newspaper	Advisor	Santoro, Megan	$3,500	

*11. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2026/2027 school year.

Organized by "POSITION"

26/27 Athletic Appts										
	POS LOC	***POSITION***	*ASSIGN-MENT*	*SEASON*	*NAME*	*26/27 Base Stipend*	*# of Consec Yrs Coaching in the same Sport/Season thru 26/27 Season*	*26/27 Longevity Stipend*	*26/27 TOTAL Stipend*	*Discussion*
1	RHS	Wrestling-Boys	Assistant Coach	Winter	Haines, Glenn	$ 6,466	1	$ -	$ 6,466	
2	RHS	Wrestling-Boys	Co-Assistant Coach (FTE 0.50)	Winter	Miller, Lightner [#]	$ 3,233	1	$ -	$ 3,233	[#] Employment start date is pending completion of

3	RHS	Wrestling-Boys	Co-Assistant Coach (FTE 0.50)	Winter	Roddy, Ryan [#]	$ 3,233	2	$ -	$ 3,233	documentation in accordance with the law or district policy.
4	RHS & Dover HS	Wrestling-Girls	Head Coach	Winter	Doyle, Robert	$ 9,511	2 [Winter Asst Coach for Boys Wrestling @ RHS for 19/20, 20/21, & 25/26. Winter Head Coach for Girls Wrestling @ RHS/Dover as of 26/27.]	$ -	$ 9,511	Amends & supersedes 10/12/26, XVI.C.10.1.
5	RHS	Ice Hockey	Assistant Coach	Winter	Kovach, Michael	$ 6,466	1	$ -	$ 6,466	

*12. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2026/2027 school year.

26/27 Specialized Athletic Consultants							
	Name	*Position*	*Sport*	*Loc of Sport*	*Start Date*	*Payment*	*Discussion*
1	Monaghan, James	Specialized Consultant	Wrestling- Boys	RHS	11/17/26 [	Volunteer-basis	

SALARY ADJUSTMENTS

13. RESOLVED, that the Roxbury Township Board of Education approve the following teaching assignments for the staff indicated below for the 2026/2027 school year, with the understanding that these assignments are subject to change based on scheduling adjustments:

	Name	*Start Date*	*End Date*	*Loc of Prog/ Class*	*Program/ Class*	*Salary Guide / Step*	*Addl. Salary not to exceed*	*Amends & supersedes:*
1	Banas, Jessica	9/15/26	6/15/27	EMS	Supplemental Reading	26/27 MA+15 Step 14	$6,303	
2	Bednarcik, Sarah	8/26/26	6/15/27	LRS	Instrumental Music Lessons	26/27 MA Step 23	$9,737	
* 3	Cappello, Natalia	11/30/26	1/29/27	RHS	Integrated Algebra	26/27 PHD Step 23	$4,308	
4	Conrad, Jeffrey	8/26/26	6/15/27	LRS	Instrumental Music Lessons	26/27 MA Step 23	$9,737	
* 5	Donnelly, Stephen	11/30/26	1/29/27	RHS	Geometry	26/27 MA+30 Step 23	$4,201	
* 6	Hardy, Barbra	11/30/26	1/29/27	RHS	College Math Concepts	26/27 MA Step 23	$4,059	
7	Heilman, Kerri	10/13/26	6/15/27	LRS	Supplemental Instruction	26/27 MA+30 Step 20-21	$1,814	10/12/26, XVI.C.14.3.
* 8	Mironis, Noelle	11/30/26	1/29/27	RHS	Geometry	26/27 MA Step 14	$3,350	
* 9	Mullen, Mairead	11/30/26	1/29/27	RHS	Integrated Algebra	26/27 BA+15 Step 12	$2,977	
10	Orr, Zachary	9/15/26	10/21/26	NES	RC	26/27 BA Step 7-9	$1,267	9/14/26, XVI.D.14, Exhibit HR-1, Row No. 13.

SERVICE PAYMENTS

*14. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services to the district as indicated below for the 2026/2027 school year.

	Name	*26/27 Payment*	*Services Performed*
1	Goodwin, James	$200	Musician for RHS' 2026 Winter Choral Concert
2	Scire, Christopher	$200	Musician for RHS' 2026 Winter Choral Concert

MENTORING

*15. RESOLVED, that the Roxbury Township Board of Education approve the mentoring assignments indicated below. The number of weeks shown encompasses weeks when school is in session; and when the novice teacher and mentor are present at school to collaborate:

	Novice Teacher		*Mentoring Term in Roxbury*				
	Name	*Loc*	*Mentor*	*Start Date*	*End Date*	*No. of Wks*	*Fee*
1	Trotter, Morgan	RHS	Douglas, Diane	11/30/26 [#]	4/9/27	17 [#]	$567 [#]
[#] Pending completion of documentation in accordance with the law or district policy.							

STUDENT TEACHERS/INTERNS

16. RESOLVED, that the following student teacher/intern assignment be approved as per the placement requirements in Policy 9541- Student Teachers/Interns:

	Student Teacher/Intern				*Roxbury Cooperating Staff Member*		
	Name	*College*	*Placement Sought*	*Term*	*Loc*	*Name*	*Position*
1	Bojkovic, Sylvia	Seton Hall Univ	OT- Level II Fieldwork	1/4/27 [#] - 4/30/27, f/t for 12 weeks	FES, NES	Babus, Jennifer	OT
2	Drummond, Tarynn	South Dakota State Univ	K - 4 Educational Admin Internship	12/24/26 - 6/30/27 for 50 hours	KES	Acevedo, Nicole	Principal
3	Drummond, Tarynn	South Dakota State Univ	K - 4 Educational Admin Internship	12/24/26 - 6/30/27 for 50 hours	NES	Lynch, Danielle	Principal
4	Hic, Stephanie	Seton Hall Univ	OT- Level II Fieldwork	1/4/27 [#] - 4/30/27, f/t for 12 weeks	JES	Giordano, Tessa	OT
* 5	Parr, Christian	WPU	Clinical Practice II, Gr. 6 - 8 Music/Instrumental	1/21/27 - 5/12/27 f/t	LRS, EMS, RHS	Monaghan, Mark	Music Teacher
[#] Pending completion of documentation in accordance with the law or district policy.							

COMMUNITY SCHOOL

17. RESOLVED, that the staff listed below be appointed for the 2026/2027 Roxbury Community School BASES Program. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Name	*Loc*	*Title*	*Rate*	*Start Date*	*End Date*	*Discussion*
1	Hoopes Gomez, Casey	K-4	Certified	$35/Hour	11/17/26	06/30/27	
2	O'Brien, Heather	K-4	Non-Certified	$22/Hour	11/17/26	06/30/27	

18. RESOLVED, that the Roxbury Township Board of Education approve the following:

	Name	*Loc*	*Title*	*Action*	*Final day of employment*	*Discussion*
1	Filipow, Seana	RCS	Preschool Aide	Resignation	11/20/26	To accept a special education position with the district.

19. RESOLVED, that the staff listed below be appointed for the 2026/2027 Roxbury Community School Preschool Program. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Name	*Loc*	*Title*	*Rate*	*Start Date*	*End Date*	*Discussion*
1	Connolly, Julianna	KES	Aide Sub Lead Aide	$22/Hour $25/Hour	11/17/26	06/30/27	Amends & supersedes XVI.E.23.1 aprvd 08/17/26 | Not to exceed 29.75 hrs/wk with various district positions.
2	Mazza, Lorna	KES	Aide Sub Lead Aide	$22/Hour $25/Hour	11/17/26	06/30/27	Amends & supersedes XVI.D.25.8 aprvd 07/13/26 | Not to exceed 29.75 hrs/wk with various district positions.
3	Wilks, Laura	KES	Aide Sub Lead Aide	$22/Hour $25/Hour	11/17/26	06/30/27	Amends & supersedes XVI.D.25.16 aprvd 07/13/26 | Not to exceed 29.75 hrs/wk with various district positions.

E. Executive Session

*1. WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive Session under certain limited circumstances; and

WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in such an Executive Session; and

WHEREAS, the Board of Education is anticipating to hold a Regular Meeting on December 14, 2026 at 6:30 p.m. at Lincoln Roosevelt School; and

WHEREAS, the Board of Education intends to discuss matters in Executive Session at this meeting;

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education expects to discuss personnel, student matters, negotiations and matters covered by attorney client privilege during the aforementioned Executive Session; and

BE IT FURTHER RESOLVED, that the public portion of the aforementioned Roxbury Township Board of Education Regular Meeting will commence at 7:30 p.m.

XVII. PUBLIC COMMENTS – There is a three-minute time limit, per Board Policy.

XVIII. BOARD MEMBER COMMENTS

XIX. EXECUTIVE SESSION - (IF NECESSARY)

XX. PUBLIC SESSION – (IF NECESSARY)

XXI. ADJOURNMENT

POLICY

SECTION: BYLAWS
#: P 0143
BOARD MEMBER ELECTION AND APPOINTMENT

0143 BOARD MEMBER ELECTION AND APPOINTMENT

The election and appointment of Board of Education members will be conducted in strict compliance with law.

Vacancies in the membership of Boards of Type II districts having elected Boards shall be filled in accordance with N.J.S.A. 18A:12-15. Vacancies in the membership of a regional Board shall be filled from the constituent districts represented by the former incumbents in the same manner as vacancies in the membership of Boards of Type II districts having elected Boards in accordance with N.J.S.A. 18A:13-11. Such vacancies shall be filled as follows:

1. By the Executive County Superintendent, if the vacancy is caused by the absence of candidates for election to the Board or by the removal of a member because of lack of qualifications, or is not filled within sixty-five days following its occurrence;

2. By the Executive County Superintendent, to a number sufficient to make up a quorum of the Board if, by reason of vacancies, a quorum is lacking;

3. By special election, if in the annual school election two or more candidates qualified by law for membership on the Board receive an equal number of votes. Such special election shall be held only upon recount and certification by the County Board of Elections of such election result, shall be restricted to such candidates, shall be held within sixty days of the annual school election, and shall be conducted in accordance with procedures for annual and special school elections set forth in Title 19 of the Revised Statutes. The vacancy shall be filled by the Executive County Superintendent if in such special election two or more candidates qualified by law for membership on the Board receive an equal number of votes;

4. By special election~~,~~ if there is a failure to elect a member at the annual school election due to improper election procedures. Such special election shall be restricted to those persons who were candidates at such annual school election, shall be held within sixty days of such annual school election, and shall be conducted in accordance with the procedures for annual and special school elections set forth in Title 19 of the Revised Statutes;

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POLICY

SECTION: BYLAWS
#: P 0143
BOARD MEMBER ELECTION AND APPOINTMENT

5. By the Commissioner of Education if there is a failure to elect a member at the annual school election due to improper campaign practices; or

6. By a majority vote of the remaining members of the Board after the vacancy occurs in all other cases.

Each member so appointed shall serve until the organizational meeting following the next annual election unless the member is appointed to fill a vacancy occurring within the sixty days immediately preceding such election if the annual election is held in April, or occurring after the third Monday in July if the election is held in November, to fill a term extending beyond such election, in which case the member shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy, and any vacancy for the remainder of the term shall be filled at the annual election or the second annual election next succeeding the occurrence of the vacancy, as the case may be in accordance with N.J.S.A. 18A:12-15.

The **School Business Administrator/**Board Secretary shall promptly notify the President of a vacancy to be filled by the Board. The President shall inform all other Board members. The Board will **provide** ~~give~~ public notice of the vacancy and invite any qualified person to submit a written request for consideration of their candidacy **to the School Business Administrator/Board Secretary** for the vacancy. **The public notice shall include the closing date and time for a written request of a candidate to be received by the School Business Administrator/Board Secretary.** The Board may also require candidates submit a resume with their written request. **A written request received after the closing date and time will not be considered by the Board.**

In considering candidates who have expressed an interest in a vacancy, the Board may interview candidates in public or executive session. **In the event interviews are conducted in public session, the Board may discuss candidates in executive session. In the event interviews are conducted in executive session, the Board will discuss candidates in public session.** The Board must **move to nominate and** vote to appoint a candidate to a vacancy in public session ~~and there shall be no decisions made in executive session~~. ~~In the event interviews are conducted in executive session, Board members, in the public session nomination and voting process, shall express their opinion in support of their vote so the public can witness any deliberations, policy formulation, and the decision making process of the Board.~~ **Prior to nominations and a vote to fill a vacancy, "… [The Board] must explain any decisions taken during the closed session and allow public discussion about those decisions and other matters the public wishes to raise before it moves to nominations and a vote to fill a vacancy."** ***Arminio v. Monroe Township Bd. of Ed.*****, 483 N.J.**

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#: P 0143
BOARD MEMBER ELECTION AND APPOINTMENT

Super. 1 (2025). "The [Open Public Meetings Act] is violated when formal action is taken in [a] closed session and never ratified or even discussed in a public session." *Burnett v. Gloucester Cnty. Bd. of Chosen Freeholders*, 409 N.J. Super. 219 (App. Div. 2009).

A roll call vote will be conducted on candidates in the order the candidates were nominated with a second. If there are two or more vacancies, each vacancy will be filled by a separate election process. The first candidate who receives the votes of a majority of the remaining Board members will be elected to the vacancy. In the event no candidate receives a majority vote of the remaining Board members, another election process **or additional election processes** shall be conducted between the two candidates receiving the highest number of votes.

N.J.S.A. 18A:12-11.; 18A:12-15.
N.J.S.A. 18A:13-5.; 18A:13-10.; 18A:13-11.
***Arminio v. Monroe Township Bd. of Ed.*, 483 N.J. Super. 1 (2025)**
***Burnett v. Gloucester Cnty. Bd. of Chosen Freeholders*, 409 N.J. Super. 219 (App. Div. 2009)**
***Gannett Satellite Info. Network, Inc. v. Bd. of Educ. of Borough of Manville*, 201 N.J. Super. 65 (1984)**
***Jones v. East Windsor Bd. of Ed.*, 143 N.J. Super. 182 (Law Div.1976)**

Adopted: 14 October 2013
Revised: 15 September 2025
Revised: TBD

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POLICY

SECTION: PROGRAM
#: P 2412
HOME INSTRUCTION DUE TO HEALTH CONDITION (M)

2412 HOME INSTRUCTION DUE TO HEALTH CONDITION (M)

The Board of Education shall provide instructional services to an enrolled student, whether a general education student in Kindergarten through grade twelve or special education student age three to twenty-one, when the student is confined to the home or another out-of-school setting due to a temporary or chronic health condition or a need for treatment that precludes participation in their usual education setting, whether general or special education.

To ~~A parent's~~ request ~~for~~ home instruction **due to a temporary or chronic health condition, the parent** shall **submit to the school district a request that** include**s** a written determination from the student's physician**, physician assistant, or advanced practice nurse** documenting the projected need for confinement at the student's residence or other treatment setting for more than ten consecutive school days or **seventeen** ~~twenty~~ cumulative school days during the school year. The **school district shall forward the** written determination **to** ~~from~~ the ~~student's physician shall be forwarded to the~~ school physician, who shall ~~either~~ verify the need for home instruction ~~or provide reasons for denial~~. **The school physician may contact the student's physician, physician assistant, or advanced practice nurse to secure additional information concerning the student's diagnosis or need for treatment, and shall either verify the need for home instruction or shall provide to the Board reasons for denial.** The **district shall notify the** parent ~~shall be notified~~ concerning the school physician's verification or reasons for denial within five school days after receipt of the written determination by the student's physician**, physician assistant, or advanced practice nurse**. **The district shall provide instructional services within five school days after receipt of the school physician's verification or, if verification is made prior to the student's confinement, during the first week of the student's confinement to the home or out-of-school setting.**

The ~~school~~ district shall be responsible for the costs of providing instruction in the home or out-of-school setting either directly, ~~or~~ through online services, including any needed equipment, or through contract with another district Board of Education, Educational Services Commission, Jointure Commission, or approved clinic or agency **pursuant to N.J.A.C. 6A:16-10.1(b)1. and 2**. ~~The school district shall provide instructional services within five school days after receipt of the school physician's verification or, if verification is made prior to the student's confinement, during the first week of the student's confinement to the home or out-of-school setting.~~

The home or out-of-school instruction shall meet the minimum standards as required in N.J.A.C. 6A:16-10.1(c). ~~The school district shall establish a written plan for delivery of instruction and maintain a record of delivery of instructional services and student progress. The teacher providing instruction shall be a certified teacher. The teacher shall provide instruction for the number of~~

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POLICY

SECTION: PROGRAM
#: P 2412
HOME INSTRUCTION DUE TO HEALTH CONDITION (M)

~~days and length of time sufficient to continue the student's academic progress and dependent upon the student's ability to participate.~~

~~For a student with disabilities, the home instruction shall be consistent with the student's Individualized Education Plan (IEP) to the extent appropriate, and shall meet the New Jersey Student Learning Standards. When the provision for home instruction for a student with disabilities will exceed thirty consecutive school days in a school year, the IEP team shall convene a meeting to review and, if appropriate, revise the student's IEP.~~

~~For a student without disability, the home instruction shall meet the New Jersey Student Learning Standards, and the requirements of the Board for promotion to the next grade level. When the provision for home instruction for a student without disability will exceed sixty calendar days, the school physician shall refer the student to the Child Study Team for evaluation, pursuant to N.J.A.C. 6A:14.~~

During all periods of instruction delivered in a student's home, the student's parent or other adult who has been designated by the parent shall be present.

The Board reserves the right to withhold home instruction when the reason for the student's confinement is such as to expose a teacher to a health hazard or dangerous home situation~~; when a parent or other adult twenty-one years of age or older, who has been designated by the parent, is not present during the hours of instruction;~~ or when the condition of the student is such as to preclude benefit from such instruction.

Students on home instruction will be accounted for on the attendance register as required by the **New Jersey** Department of Education. The name of a student on home instruction will not be released at a public Board meeting or placed in a public record.

N.J.S.A. 18A:38-1**.** through 18A:38-25**.; 18A:40-11.1.**
N.J.A.C. 6A:14-4.8; 6A:14-4.9; 6A:16-10.1

Adopted: 14 October 2013
Revised: 22 May 2017
Revised: TBD

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REGULATION

SECTION: PROGRAM
#: R 2412
HOME INSTRUCTION DUE TO HEALTH CONDITION (M)

R 2412 HOME INSTRUCTION DUE TO HEALTH CONDITION

The Board of Education shall provide instructional services to an enrolled student**,** whether a general education student in Kindergarten through grade twelve or special education student age three to twenty-one, when the student is confined to the home or another out-of-school setting due to a temporary or chronic health condition or a need for treatment that precludes participation in their usual education setting, whether general education or special education.

A. Request **f**~~F~~or Home Instruction Due **t**~~T~~o **a**~~A~~ Temporary or Chronic Health Condition

1. The parent shall submit a request to the Principal or designee that includes a written determination from the student's physician**, physician assistant, or advanced practice nurse** documenting the projected need for confinement at the student's residence or other treatment setting for more than ten consecutive school days or **seventeen** ~~twenty~~ cumulative school days during the school year.

2. The Principal or designee shall forward the written determination to the school physician, who shall verify the need for home instruction. The school physician may contact the student's physician**, physician assistant, or advanced practice nurse** to secure additional information concerning the student's diagnosis or need for treatment, and shall either verify the need for home instruction or shall provide reasons for denial to the Principal or designee.

3. The Principal or designee shall notify the parent concerning the school physician's verification or reasons for denial within five school days after receipt of the written determination by the student's physician**, physician assistant, or advanced practice nurse**.

B. Providing Services

1. The ~~school~~ district shall provide instructional services within five school days after receipt of the school physician's verification or, if verification is made prior to the student's confinement, during the first week of the student's confinement to the home or out-of-school setting.

2. The ~~school~~ district shall be responsible for the costs of providing instruction in the home or out-of-school setting either directly, through online services, including any

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needed equipment, or through contract with another district Board of Education, Educational Services Commission, Jointure Commission, or approved clinic or agency for the following categories of students:

a. A student who resides within the area served by this Board of Education and is enrolled in a public school program; or

b. A student who is enrolled in a nonpublic school that is located within the area served by this Board of Education pursuant to N.J.S.A. 18A:46A-1**.** et seq.

C. Minimum Standards f~~F~~or Home or Out-of-School Instruction

1. The district shall establish a written plan for the delivery of instruction to continue the student's academic progress and to maintain a record of delivery of instructional services and student progress.

2. The teacher providing instruction shall be a certified teacher.

3. The teacher shall provide instruction for the number of days and length of time sufficient to continue the student's academic progress and dependent upon the student's ability to participate.

4. For a student with disabilities, the home instruction shall be consistent with the student's **i**~~I~~ndividualized **e**~~E~~ducation **p**~~P~~lan (IEP) to the extent appropriate~~,~~ and shall meet the New Jersey Student Learning Standards **(NJSLS)**. When the provision of home instruction will exceed thirty consecutive school days in a school year, the IEP team shall convene a meeting to review and, if appropriate, revise the student's IEP. **In addition, the case manager will provide a summary of the implementation of the student's IEP to the appropriate supervising staff member(s).**

5. For a student without ~~a~~ disability, the home instruction shall meet the **NJSLS** ~~New Jersey Student Learning Standards~~ and the requirements of the Board of Education for promotion to the next grade level. When the provision of home instruction will exceed sixty calendar days, the school physician shall refer the student to the Child Study Team for evaluation**,** pursuant to N.J.A.C. 6A:14.

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SECTION: PROGRAM
#: R 2412
HOME INSTRUCTION DUE TO HEALTH CONDITION (M)

Issued: 14 October 2013
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POLICY

SECTION: PROGRAM
#: P 2422.02
PARENTAL OPT-OUT FROM CERTAIN INSTRUCTION (M)

2422.02 PARENTAL OPT-OUT FROM CERTAIN INSTRUCTION (M)

The Board of Education establishes and makes publicly available procedures, in accordance with N.J.A.C. 6A:8-3.4(e), whereby any student whose parent presents to the Principal a signed statement that any or part of the instruction in health, family life education, or sex education is in conflict with the parent's conscience or sincerely held moral or religious beliefs shall be excused from that part of the course where such instruction is being given and, pursuant to N.J.S.A. 18A:35-4.7., no penalties as to credit or graduation shall result.

The Board shall make all approved curriculum pacing guides and citations for core instructional materials publicly available pursuant to N.J.A.C. 6A:8-3.1(a)3.

A parent's right to exclude their child from any part of the instruction in health, family life education, or sex education that is in conflict with the parent's conscience or sincerely held moral or religious beliefs in accordance with N.J.S.A. 18A:35-4.7. does not eliminate the requirement for a district to teach the New Jersey Student Learning Standards (NJSLS) or for a district to not comply with New Jersey's laws and statutory curriculum requirements. This opt-out provision only applies to individual parents who express an objection in accordance with the provisions of N.J.S.A. 18A:35-4.7. and does not permit a district or grade level to proactively omit instruction in these areas from their curriculum.

N.J.S.A. 18A:35-4.7.
N.J.A.C. 6A:8-3.1(a)3; 6A:8-3.4(e)
New Jersey Department of Education "Guidance Regarding Parental Opt-Outs Based on Religious Objections" – November 5, 2025

Adopted: TBD

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REGULATION

SECTION: PROGRAM
#: R 2422.02
PARENTAL OPT-OUT FROM CERTAIN INSTRUCTION (M)

R 2422.02 PARENTAL OPT-OUT FROM CERTAIN INSTRUCTION (M)

Any parental opt-out request, in accordance with N.J.S.A. 18A:35-4.7., shall follow the provisions outlined in Policy 2422.02 and this Regulation.

A. Access to Approved Curriculum Pacing Guides

1. All approved curriculum pacing guides and citations for core instructional materials shall be posted in a conspicuous location on the school district website.

2. In the event a parent does not have access to the district website, the parent may request a copy of any approved curriculum pacing guide from the Principal or designee of the school building their child attends.

B. Signed Written Statement From Parent Requesting Opt-Out

1. A parent of a child enrolled in a school in the district shall submit a signed written statement to the Principal of the school requesting their child be excused from any part of the instruction in health, family life education, or sex education that is in conflict with the parent's conscience or sincerely held moral or religious beliefs.

a. The signed written statement shall indicate the specific part of the health, family life education, or sex education course that is in conflict with their conscience, or sincerely held moral or religious beliefs.

b. The signed written statement shall include the date the signed written statement was submitted to the Principal.

c. A parent of a child enrolled in a school in the district shall submit the signed written statement no later than thirty (30) calendar days prior to the date on the pacing guide the instruction in question is scheduled to be taught.

(1) In the event the instruction is scheduled to be taught within the first thirty days of the commencement of the school year, the

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signed written statement shall be submitted as soon as practicable.

(a) When a signed written statement is submitted in accordance with B.1.c.(1) above, then procedures outlined in C. through G. below shall be appropriately expedited.

2. The Principal or designee shall submit the signed written statement and any additional supporting documentation to the Superintendent or designee.

C. Superintendent or Designee's Review of the Signed Written Statement

1. The Superintendent or designee shall review the signed written statement and any supporting documentation.

2. The Superintendent or designee may request the Principal or designee obtain additional information from the parent.

3. The Superintendent or designee may:

a. Approve the parental opt-out request and inform the Principal or designee and the parent of the approval; or

b. Deny the parental opt-out request and inform the Principal or designee and the parent, in writing, the request has been denied with the reason(s) for the denial.

D. Appeal of Superintendent or Designee's Denial

1. A request that has been denied by the Superintendent or designee may be appealed by the parent to the Board of Education.

a. The parent shall, within five calendar days of the receipt of the Superintendent or designee's written denial, submit a written request with supporting documentation to the School Business Administrator/Board Secretary for an informal hearing before the Board. The parent's request, along with the Superintendent or designee's written denial, shall be provided to the Board.

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#: R 2422.02
PARENTAL OPT-OUT FROM CERTAIN INSTRUCTION (M)

2. The Board, at its discretion, will decide whether to grant or deny the parent's request for an informal hearing and provide their decision in writing to the parent within five calendar days upon receiving the request for an informal hearing.

a. If the Board denies the request for an informal hearing, the Board shall render a decision on the appeal and provide the decision in writing to the parent within five calendar days after providing the parent their decision in writing to deny the request for an informal hearing.

b. If the Board grants the request for an informal hearing, the Board shall schedule the informal hearing in executive session within ten calendar days upon receiving the request for an informal hearing. At the conclusion of the informal hearing, the Board shall render a decision and provide the decision in writing to the parent within five calendar days at the conclusion of the informal hearing.

(1) The Board may designate a committee of the Board to conduct an informal hearing with the parent and any decision by the committee shall be ratified by the full Board.

3. Reasonable efforts will be made to expedite time sensitive appeals.

4. A decision by the Board may be appealed to the Commissioner of Education in accordance with N.J.A.C. 6A:3.

E. Implementation of the Approved Opt-Out Request

1. The Principal or designee will meet with the appropriate teaching staff member who will be providing the instruction.

a. The Principal or designee and teaching staff member shall review the request and determine estimated dates and times when the specific part of instruction is scheduled to be covered.

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PARENTAL OPT-OUT FROM CERTAIN INSTRUCTION (M)

2. The parent will be informed, in writing by the Principal or designee, of:

a. The estimated dates and times such instruction will be provided;

b. A procedure that will be used for the student to be removed from the part of the instruction or portion(s) of the course from which the parent has requested their child be excused; and

c. Any alternative instructional work to be provided to the student.

3. The parent will be required to approve, in writing, the procedure to be used for removing the student from the part of the instruction or portion(s) of the course and any alternative instructional work to be provided to the student.

a. Failure by the parent to respond will be treated as approval of the removal procedure and alternative instructional work.

4. The Principal or designee shall inform the parent at least ten school days before the instruction will be provided.

5. The Principal or designee shall ensure the student is supervised by a school staff member when removed from the instruction until the student's return to the class.

Adopted: TBD

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POLICY

SECTION: PROGRAM
#: P 2422
STATUTORY CURRICULAR REQUIREMENTS (M)

2422 STATUTORY CURRICULAR REQUIREMENTS (M)

The New Jersey Student Learning Standards (NJSLS) provide clear and consistent learning goals across distinct content areas to help prepare students for postsecondary success. The NJSLS demonstrate what students are expected to learn at specific grade levels and bands, so that every parent and teacher can understand and support learning. The NJSLS offer the foundation on which school districts build coherent curriculum and plan instruction to prepare each student with the knowledge and skills needed to succeed.

The New Jersey State Board of Education adopts the NJSLS and the New Jersey statutes **that** require instruction to be part of the school district's implementation of the NJSLS. ~~The following statutes that require instruction to be part of the school district's implementation of the NJSLS include:~~

1. ~~Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.~~

2. ~~Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.~~

3. ~~Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.~~

4. ~~Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.~~

5. ~~Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.~~

6. ~~Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child abuse.~~

7. ~~Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school students.~~

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~~8. Health, Safety, and Physical Education (N.J.S.A. 18A:35-5) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.~~

~~9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve.~~

~~10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 18A:35-5.3) requires the development of Lyme disease curriculum guidelines for the teaching of information on the prevention of Lyme disease and other tick-borne diseases.~~

~~11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.~~

~~12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.~~

~~13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through 18A:35-4.22), also known as the "AIDS Prevention Act of 1999," requires sex education programs to stress abstinence.~~

~~14. Suicide Prevention (N.J.S.A. 18A:6-111 through 18A:6-113) requires instruction in suicide prevention in public schools.~~

~~15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.~~

~~16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 18A:35-4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.~~

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~~17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 18A:35-4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students.~~

~~18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.~~

~~19. Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.~~

~~20. Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.~~

~~21. Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.~~

~~22. Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.~~

~~23. Information About "New Jersey Safe Haven Infant Protection Act" Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) requires information on the provisions of the "New Jersey Safe Haven Infant Protection Act" shall be included in curriculum for public school students in grades nine through twelve.~~

~~24. Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all courses on the United States the centuries of accomplishments by African Americans in the building and development of America.~~

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SECTION: PROGRAM
#: P 2422
STATUTORY CURRICULAR REQUIREMENTS (M)

~~25. Asian American, Pacific Islander History, Contributions; Instruction Included in Curriculum (N.J.S.A. 18A:35-4.44) requires instruction on the history and contributions of Asian Americans and Pacific Islanders in an appropriate place in the curriculum of students in grades Kindergarten through twelve as part of the district's implementation of the NJSLS in Social Studies.~~

~~26. Any other statutory or administrative codes requiring instruction to be part of the district's implementation of the NJSLS.~~

~~In accordance with the provisions of N.J.S.A. 18A:35-4.7, any student whose parent presents to the Principal a signed statement that any part of the instruction in health, family life education, or sex education is in conflict with their conscience or sincerely held moral or religious beliefs shall be excused from that portion of the course where such instruction is being given and no penalties as to credit or graduation shall result.~~

The Board must provide two and one-half hours of health, safety, and physical education courses in each school week, or proportionately less when holidays fall within the week. Recess period(s) shall not be used to meet the requirements of N.J.S.A. 18A:35-5., 7., and 8.

In accordance with N.J.S.A. 18A:35-4.31., the Board shall provide a daily recess period of at least twenty minutes for students in grades Kindergarten through five. A recess period is not required on a school day in which the day is substantially shortened due to a delayed opening or early dismissal. The recess period shall be outdoors, if feasible. A student shall not be denied recess for any reason, except as a consequence of a violation of the school district's Code of Student Conduct, including a harassment, intimidation, or bullying (HIB) investigation pursuant to N.J.S.A. 18A:37-13 et seq. Students may not be denied recess more than twice per week for a violation of the Code of Student Conduct or HIB investigation and these students shall be provided restorative justice activities during the recess period.

Restorative justice activities are defined as activities designed to improve the socioemotional and behavioral responses of students through the use of more appropriate and less punitive interventions thereby establishing a more supportive and inclusive school culture. The student's recess period should be scheduled in a manner that does not interfere with the implementation of a student's **i**~~I~~individualized **e**~~E~~ducation **p**~~P~~rogram (IEP). School staff may deny recess for a student on the advice of a medical professional, school nurse, or the provisions of a student's IEP and/or 504 Plan.

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STATUTORY CURRICULAR REQUIREMENTS (M)

A copy of the NJSLS and all related curriculum/course guides and instructional material shall be available for public inspection.

N.J.S.A. 18A:35-4.31.; 18A:35-5.; 18A:35-7.; 18A:35-8.; 18A:37-13.

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POLICY

SECTION: STUDENTS
#: P 5320
IMMUNIZATION

5320 IMMUNIZATION

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the Board of Education requires the immunization of students against certain diseases in accordance with State statute and rules of the New Jersey State Department of Health ~~and Senior Services~~.

A**n administrator** ~~student~~ shall not knowingly **admit to** ~~be admitted~~ or retain~~ed in school~~ **in the district a student upon whose behalf** ~~if the parent has not submitted acceptable~~ evidence of the **student's** ~~child's~~ immunization **or immunity pursuant to**~~, according to schedules specified in~~ N.J.A.C. 8:57-4**.2(a), is not submitted** ~~Immunization of Pupils in School~~. However, a child may be admitted to school on a provisional basis in accordance with the requirements as outlined in N.J.A.C. 8:57-4.**9**~~5~~ and Regulation 5320.

~~Medical or~~ **R**~~r~~eligious exemptions to immunizations shall be in accordance with the requirements as outlined in N.J.A.C. 8:57-4.**4**~~3 and 4.4~~. For students with a medical **contraindication** ~~exemption~~ pursuant to N.J.A.C. 8:57-4.**7**~~3~~, the school nurse shall annually review student immunization records to confirm the medical **contraindication** ~~condition~~ for the exemption from immunization continues to be applicable in accordance with N.J.A.C. 6A:16-2.3(b)3.v.

No immunization program, other than that expressly required by the rules of the New Jersey ~~State~~ Department of Health ~~and Senior Services~~ or by order of the New Jersey State Commissioner of Health ~~and Senior Services~~, may be conducted in district schools without the express approval of the Board.

N.J.S.A. 18A:40-20**.**
N.J.S.A. 26:4-6**.**
N.J.A.C. 6A:16-2.3
N.J.A.C. 8:57-4.1 et seq.

Adopted 14 October 2013
Revised: 17 August 2020
Revised: TBD

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REGULATION

SECTION: STUDENTS
#: R 5320
IMMUNIZATION

R 5320 IMMUNIZATION

~~A. Proof of Immunization (N.J.A.C. 8:57-4.2)~~

~~1. The Principal or designee shall not knowingly admit or retain any child whose parent has not submitted acceptable evidence of the child's immunization according to the schedule(s) set forth in N.J.A.C. 8:57 et seq. and section I. of this Regulation, unless the student is provisionally admitted as provided in paragraph B.1. below or exempted as provided in section C. and D. of this Regulation and N.J.A.C. 8:57-4.3and 8:57-4.4.~~

~~B. Provisional Admission (N.J.A.C. 8:57-4.5)~~

~~1. A student shall be admitted to school on a provisional basis if a physician, an advanced practice nurse, (a certified registered nurse practitioner or clinical nurse specialist) or health department can document that at least one dose of each required age-appropriate vaccine(s) or antigen(s) has been administered and that the student is in the process of receiving the remaining immunizations.~~

~~2. Provisional admission for children under age five shall be granted in compliance with the specific requirements set forth in N.J.A.C. 8:57-4.10 through 4.15 and 4.18 for a period of time consistent with the current Advisory Committee on Immunization Practices (ACIP) of the United States Public Health Service or the American Academy of Pediatrics (AAP) immunization schedule, but shall not exceed seventeen months for completion of all immunization requirements.~~

~~3. Provisional admission for children five years of age or older shall be granted in compliance with the specific requirements set forth in N.J.A.C. 8:57-4.10 through 4.14 and 4.16 for a period of time consistent with the current Advisory Committee on Immunization Practices (ACIP) of the United States Public Health Service or the American Academy of Pediatrics (AAP) immunization schedule, but shall not exceed one year for completion of all immunization requirements.~~

~~4. Provisional status shall only be granted one time to children entering or transferring into schools in New Jersey. If a student on provisional status transfers, information on their status will be sent by the original school to the new school pursuant to N.J.A.C. 8:57-4.7(b).~~

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5. Children transferring into this district from out-of-State or out-of-country shall be allowed a thirty day grace period in order to obtain past immunization documentation before provisional status shall begin. The thirty day grace period does not apply to students transferring into this school district from within the State of New Jersey.

6. The school district shall ensure that the required vaccine/antigens are being received on schedule. If at the end of the provisional admission period the child has not completed the required immunizations, the administrative head of the school, preschool, or child care center shall exclude the child from continued school attendance until appropriate documentation has been presented.

7. Students on provisional status may be temporarily excluded from school during a vaccine-preventable disease outbreak or threatened outbreak, as determined by the State Commissioner of Health and Senior Services or designee in accordance with the provisions of N.J.A.C. 8:57-4.5.

C. Medical Exemptions (N.J.A.C. 8:57-4.3)

1. A child shall not be required to have any specific immunization(s) which are medically contraindicated.

2. A written statement submitted to the school from a physician licensed to practice medicine or osteopathy or an advanced practice nurse (certified registered nurse practitioner or clinical nurse specialist) in any jurisdiction in the United States indicating that an immunization is medically contraindicated for a specific period of time, and the reasons for the medical contraindication, based on valid medical reasons as enumerated by the ACIP standards or the AAP guidelines, will exempt a student from the specific immunization requirements by law for the stated period of time.

3. The physician's or an advanced practice nurse's (certified registered nurse practitioner or clinical nurse specialist) statement shall be retained by the school as part of the child's immunization record and shall be reviewed annually. When the child's medical condition permits immunization, this exemption shall thereupon terminate, and the child shall be required to obtain the immunization(s) from which he/she has been exempted.

4. Those children with medical exemptions to receiving specific immunizations may be excluded from school during a vaccine-preventable disease outbreak or threatened

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~~outbreak, as determined by the New Jersey Commissioner, Department of Health and Senior Services or designee.~~

~~5. As provided by N.J.S.A. 26:4-6, the school district may, on account of the prevalence of any communicable disease, or to prevent the spread of communicable diseases, prohibit the attendance of any school district teacher or student and specify the time during which the teacher or student shall remain away from school.~~

~~a. The Department of Health and Senior Services shall provide guidance to the school district on the appropriateness of any such prohibition.~~

~~b. The school district shall comply with the provisions of N.J.A.C. 8:61-2.1 regarding attendance at school by students or adults infected by Human Immunodeficiency Virus (HIV).~~

~~D. Religious Exemptions (N.J.A.C. 8:57-4.4)~~

~~1. A child shall be exempted from mandatory immunization if the child's parent submits to the school a written, signed statement requesting an exemption pursuant to the requirements of religious exemptions established at N.J.S.A. 26:1A-9.1, on "the ground that the immunization interferes with the free exercise of the pupil's religious rights."~~

~~a. The school district is prohibited from exempting a child from mandatory immunization on the sole basis of a moral or philosophical objection to immunization.~~

~~2. The written statement signed by the parent(s) will be kept by the school as part of the student's immunization record.~~

~~3. The school district may exclude children with religious exemptions from receiving immunization agents from school during a vaccine-preventable disease outbreak or threatened outbreak, as determined by the State Commissioner of Health and Senior Services or designee.~~

~~4. As provided by N.J.S.A. 26:4-6, the school district may, on account of the prevalence of any communicable disease, or to prevent the spread of communicable diseases, prohibit~~

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the attendance of any school district teacher or student and specify the time during which the teacher or student shall remain away from school.

a. The Department of Health and Senior Services shall provide guidance to the school district on the appropriateness of any such prohibition.

b. The school district shall comply with the provisions of N.J.A.C. 8:61-2.1 regarding attendance at school by students or adults infected by Human Immunodeficiency Virus (HIV).

E. Documents Accepted as Evidence of Immunization (N.J.A.C. 8:57-4.6)

1. The following documents shall be accepted as evidence of a child's immunization history provided that the type of immunization and the date when each immunization was administered is listed.

a. An official school record from any school or preschool indicating compliance with immunization requirements of N.J.A.C. 8:57-4.1 et seq.;

b. A record from any public health department indicating compliance with immunization requirements of N.J.A.C. 8:57-4.1 et seq.;

c. A certificate signed by a physician licensed to practice medicine or osteopathy or an advanced practice nurse (certified registered nurse practitioner, or clinical nurse specialist) in any jurisdiction in the United States indicating compliance with immunization requirements of N.J.A.C. 8:57-4.1 et seq.; or

d. The official record of immunization from the New Jersey Immunization Information System indicating compliance with immunization requirements of N.J.A.C. 8:57-4.1 et seq.

2. All immunization records submitted by a parent in a language other than English shall be accompanied by a translation sufficient to determine compliance with the immunization requirements of N.J.A.C. 8:57-4.1 et seq. and this Regulation.

3. Laboratory evidence of protective immunity, as enumerated by the Advisory Committee on Immunization Practices (ACIP) of the United States Public Health Service, shall be

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~~accepted as evidence of immunization if a parent cannot produce a documented history of immunization.~~

~~4. Parental verbal history or recollection of previous immunization is unacceptable documentation or evidence of immunization.~~

~~F. Records Required (N.J.A.C. 8:57-4.7)~~

~~1. The school district shall maintain an official State of New Jersey School Immunization Record for every student. This record shall include the date of each individual immunization and shall be separated from the child's educational record and other medical records for the purpose of immunization record audit.~~

~~2. If a child withdraws, is promoted, or transfers to another school district, the immunization record, or a certified copy thereof, along with statements pertaining to religious or medical exemptions and laboratory evidence of immunity, shall be sent to the new school district by the original school district or shall be given to the parent upon request, within twenty-four hours of such a request.~~

~~3. Parental verbal history or recollection of previous immunization is unacceptable documentation or evidence of immunization.~~

~~4. When a child graduates from secondary school, the record, or a certified copy thereof, shall be sent to an institution of higher education or may be given to the parent(s) upon request.~~

~~5. Each child's official New Jersey Immunization Record, or a certified copy thereof, shall be retained by a secondary school for a minimum of four years after the student has left the school. Each child's official New Jersey Immunization Record, or a copy thereof, shall be retained by an elementary school for a minimum of one year after the child has left the school.~~

~~6. Any computer-generated document or list developed by the school district to record immunization information shall be considered a supplement to, not a replacement of, the official New Jersey School Immunization Record.~~

~~G. Reports to be Sent to the Department of Health and Senior Services (N.J.A.C. 8:57-4.8)~~

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REGULATION

SECTION: STUDENTS
#: R 5320
IMMUNIZATION

1. A report of the immunization status of the students in each school shall be sent each year to the State Department of Health and Senior Services by the Principal or designee through mail or submitted electronically in accordance with N.J.A.C. 8:57-4.8(a).

2. The form for the report will be provided by the New Jersey Department of Health and Senior Services.

3. The report shall be submitted by January 1 of the respective academic year after a review of all appropriate immunization records.

4. A copy of this report shall be sent to the local Board of Health in whose jurisdiction the school is located.

5. If the school does not submit the annual report by January 1 it shall be considered delinquent. A delinquency may be referred to the New Jersey Department of Education or the New Jersey Department of Children and Families, as appropriate based on the length of time delinquent, number of times delinquent, and efforts made toward compliance. The local health department will also be notified of the delinquency.

H. Records Available for Inspection (N.J.A.C. 8:57-4.9)

1. The Principal or designee of each school shall maintain records of their children's immunization status. Upon twenty-four hour notice, these records shall be made available for inspection by authorized representatives of the New Jersey Department of Health and Senior Services or the local Board of Health in whose jurisdiction the school is located.

I. Immunization Requirements

1. The immunization requirements for school age children shall be in accordance with the requirements of N.J.A.C. 8:57-4 Immunization of Pupils in School as outlined below:

MINIMAL IMMUNIZATION REQUIREMENTS FOR SCHOOL ATTENDANCE IN NEW JERSEY N.J.A.C. 8:57-4: Immunization of Pupils in School		
DISEASE(S)	REQUIREMENTS	COMMENTS
DTaP N.J.A.C. 8:57-4.10	(AGE 1-6 YEARS): 4 doses, with one dose given on or after the 4th birthday, OR any 5 doses.	Any child entering pre-school, pre-Kindergarten, or Kindergarten needs a minimum of four doses. Students after the seventh birthday should receive adult

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	~~(AGE 7-9 YEARS):~~ ~~3 doses of Td or any previously administered combination of DTP, DTaP, and DT to equal 3 doses.~~	~~type Td. DTP/Hib vaccine and DTaP also valid DTP doses.~~ ~~Children 7 years of age and older, who have not been previously vaccinated with the primary DTaP series, should receive 3 doses of Tetanus, diphtheria (Td)~~ ~~Laboratory evidence of immunity is also acceptable.~~
~~Tdap~~ ~~N.J.A.C. 8:57-4.10~~	~~GRADE 6 (or comparable age level special education program with an unassigned grade):~~ ~~1 dose~~	~~A child does not need a Tdap dose until FIVE years after the last DTP/DTaP or Td dose.~~
~~POLIO~~ ~~N.J.A.C. 8:57-4.11~~	~~(AGE 1-6 YEARS):~~ ~~3 doses, with one dose given on or after the 4th birthday, OR any 4 doses.~~ ~~(AGE 7 or OLDER): Any 3 doses.~~	~~Either Inactivated Polio Vaccine (IPV) or Oral Polio Vaccine (OPV) separately or in combination is acceptable.~~ ~~Polio vaccine is not required of students 18 years of age or older.~~ ~~Laboratory evidence of immunity is also acceptable.~~
~~MEASLES~~ ~~N.J.A.C. 8:57-4.12~~	~~If born on or after 1-1-90, 2 doses of a live Measles-containing vaccine.~~	~~Any child over 15 months of age entering child care, pre-school, or pre-Kindergarten needs a minimum of 1 dose of measles vaccine.~~ ~~Any child entering Kindergarten needs 2 doses.~~ ~~Intervals between first and second measles/MMR/MR doses cannot be less than 1 month.~~
~~RUBELLA and MUMPS~~ ~~N.J.A.C. 8:57-4.13~~ ~~N.J.A.C. 8:57-4.14~~	~~1 dose of live Mumps-containing vaccine on or after 1st birthday.~~ ~~1 dose of live Rubella-containing vaccine on or after 1st birthday.~~	~~Any child over 15 months of age entering child care, pre-school, or pre-Kindergarten needs 1 dose of rubella and mumps vaccine.~~ ~~Laboratory evidence of immunity is also acceptable.~~
~~VARICELLA~~ ~~N.J.A.C. 8:57-4.17~~	~~1 dose on or after the first birthday.~~	~~All children 19 months of age and older enrolled into a child care/pre-school center after 9-1-04 or children born on or after 1-1-98 entering a school for the first time in Kindergarten, Grade 1, or comparable age entry level special education program with an unassigned grade, need 1 dose of varicella vaccine.~~ ~~Laboratory evidence of immunity, physician's statement or a parental statement of previous varicella disease is also acceptable.~~
~~HAEMOPHILUS INFLUENZAE B (Hib)~~ ~~N.J.A.C. 8:57-4.15~~	~~(AGE 2-11 MONTHS)(1):~~ ~~2 doses~~ ~~(AGE 12-59 MONTHS)(2):~~ ~~1 dose~~	~~Mandated only for children enrolled in child care, pre-school, or pre-Kindergarten.~~ ~~(1) Minimum of 2 doses of Hib vaccine is needed if between the ages of 2-11 months.~~

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		~~(2) Minimum of 1 dose of Hib vaccine is needed after the first birthday. DTP/Hib and Hib/Hep B also valid Hib doses.~~
~~HEPATITIS B~~ ~~N.J.A.C. 8:57-4.16~~	~~(K-GRADE 12):~~ ~~3 doses or 2 doses (1)~~	~~(1) If a child is between 11-15 years of age and has not received 3 prior doses of Hepatitis B then the child is eligible to receive 2-dose Hepatitis B Adolescent formulation. Laboratory evidence of immunity is also acceptable.~~
~~PNEUMOCOCCAL~~ ~~N.J.A.C. 8:57-4.18~~	~~(AGE 2-11 MONTHS)(1):~~ ~~2 doses~~ ~~(AGE 12-59 MONTHS)(2):~~ ~~1 dose~~	~~Children enrolled in child care or pre-school on or after 9-1-08.~~ ~~(1) Minimum of 2 doses of Pneumococcal vaccine is needed if between the ages of 2-11 months.~~ ~~(2) Minimum of 1 dose of Pneumococcal vaccine is needed on or after the first birthday.~~
~~MENINGOCOCCAL~~ ~~N.J.A.C. 8:57-4.20~~	~~(Entering GRADE 6 (or comparable age level Special Ed program with an unassigned grade): 1 dose (1)~~ ~~(Entering a four-year college or university, previously unvaccinated and residing in a campus dormitory): 1 dose (2)~~	~~(1) For students entering Grade 6 on or after 9-1-08 and born on or after 1-1-97.~~ ~~(2) Previously unvaccinated students entering a four-year college or university after 9-1-04 and who reside in a campus dormitory, need 1 dose of meningococcal vaccine. Documentation of one prior dose is acceptable.~~
~~INFLUENZA~~ ~~N.J.A.C. 8:57-4.19~~	~~(AGES 6-59 MONTHS): 1 dose ANNUALLY~~	~~For children enrolled in child care, pre-school or pre-Kindergarten on or after 9-1-08.~~ ~~1 dose to be given between September 1 and December 31 of each year.~~

~~AGE APPROPRIATE VACCINATIONS (FOR LICENSED CHILD CARE CENTERS/PRE-SCHOOLS)~~	
~~CHILD'S AGE~~	~~NUMBER OF DOSES CHILD SHOULD HAVE (BY AGE):~~
~~2-3 Months~~	~~1 dose DTaP, 1 dose Polio, 1 dose Hib, 1 dose PCV7~~
~~4-5 Months~~	~~2 doses DTaP, 2 doses Polio, 2 doses Hib, 2 doses PCV7~~
~~6-7 Months~~	~~3 doses DTaP, 2 doses Polio, 2-3 doses Hib, 2-3 doses PCV7, 1 dose Influenza~~
~~8-11 Months~~	~~3 doses DTaP, 2 doses Polio, 2-3 doses Hib, 2-3 doses PCV7, 1 dose Influenza~~
~~12-14 Months~~	~~3 doses DTaP, 2 doses Polio, 1 dose Hib, 2-3 doses PCV7, 1 dose Influenza~~
~~15-17 Months~~	~~3 doses DTaP, 2 doses Polio, 1 dose MMR, 1 dose Hib, 1 dose PCV7, 1 dose Influenza~~
~~18 Months – 4 Years~~	~~4 doses DTaP, 3 doses Polio, 1 dose MMR, 1 dose Hib, 1 dose Varicella, 1 dose PCV7, 1 dose Influenza~~

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~~PROVISIONAL ADMISSION:~~ ~~Provisional admission allows a child to enter/attend school but must have a minimum of one dose of each of the required vaccines. Students must be actively in the process of completing the series. If a student is less than 5 years of age, they have 17 months to complete the immunization requirements.~~ ~~If a student is 5 years of age and older, they have 12 months to complete the immunization requirements.~~
~~GRACE PERIODS:~~ ~~• 4-day grace period: All vaccines doses administered less than or equal to four days before either the specified minimum age or dose spacing interval shall be counted as valid and shall not require revaccination in order to enter or remain in a school, pre-school or child care facility.~~ ~~• 30-day grace period: Those children transferring into a New Jersey school, pre-school, or child care center from out of State/out of country may be allowed a 30-day grace period in order to obtain past immunization documentation before provisional status shall begin.~~

~~2. The immunization requirements outlined in I.1. above may be revised by Statute, administrative code, and/or the Commission of Health and Senior Services.~~

~~J. Emergency Powers of the Commissioner of Health and Senior Services~~

~~1. If an outbreak or threatened outbreak of disease or other public health immunization emergency exists, as determined by the State Commissioner of Health and Senior Services or designee, the State Commissioner or designee may issue either additional immunization requirements to control the outbreak or threat of an outbreak or modify immunization requirements to meet the emergency.~~

~~2. All children failing to meet the additional immunization requirements of N.J.A.C. 8:57-4.22 shall be excluded from school until the outbreak or threatened outbreak is over. These requirements shall remain in effect as outlined in J.3. below and N.J.A.C. 8:57-4.22(c).~~

~~3. These requirements or amendments shall remain in effect until such time as the Commissioner, Department of Health and Senior Services or designee determines that an outbreak or a threatened outbreak no longer exists or the emergency is declared over, or for three months after the declaration of the emergency whichever one comes first. The Commissioner, Department of Health and Senior Services or designee may declare a state of emergency if the emergency has not ended.~~

~~4. The Commissioner of Health and Senior Services or designee may temporarily suspend an immunization requirement for the particular immunization in accordance with the reasons outlined in N.J.A.C. 8:57-4.22(d).~~

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A. School District to Require Evidence of Immunization or Immunity – N.J.A.C. 8:57-4.2

1. Subject to N.J.A.C. 8:57-4.7 and 4.8, the Superintendent or designee shall require a submission on a student's behalf, as a condition of the student's admission to and continued enrollment in the district, of evidence of the student's:

a. Immunization compliant with N.J.A.C. 8:57-4.3 and 4.4 and 6A:32;

b. Immunity pursuant to N.J.A.C. 8:57-4.5; and

c. If the student has attained majority, immunization in accordance with applicable Child and Adolescent Immunization Schedule and the Catch-up Schedule, and the Adult Immunization Recommendation with respect to the MMR, Tdap or TD, VAR, Hep-B, and Men-ACWY.

2. Subject to N.J.A.C. 8:57-4.2(d), (e), and (f) and A.4., 5., and 6. below, and N.J.A.C. 8:57-1.8, with respect to the Superintendent or designee's review of the timing of doses identified in documentation submitted as evidence pursuant to N.J.A.C. 8:57-4.3 of a student's immunization pursuant to N.J.A.C. 8:57-4.4, immunity pursuant to N.J.A.C. 8:57-4.5, and medical contraindication pursuant to N.J.A.C. 8:57-4.7, the Advisory Committee on Immunization Practices (ACIP) recommendations and the AAP Red Book control as to the validity of doses, and determinations of immunization, immunity, and medical contraindications or precautions.

3. The Superintendent or designee shall not knowingly admit to or retain in the district a student upon whose behalf evidence of the student's immunization or immunity pursuant to N.J.A.C. 8:57-4.2(a) and A.1. above, is not submitted.

4. In accordance with the McKinney-Vento Homeless Assistance Act, 42 USC 11431-11435, and N.J.A.C. 6A:32, the Superintendent or designee shall allow ten days for the transfer of a student's immunization record from a previously attended district that meets the requirements of N.J.A.C. 8:57-4, during which time the Superintendent or designee shall admit the student to the district.

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5. The Superintendent or designee shall not exclude a student from attendance in the district on the grounds that the immunization evidence submitted on the student's behalf shows that the student received doses of the following vaccines on dates that are inconsistent with the ACIP recommendations for minimum age and dose intervals if the immunization evidence shows that the student received one or more doses of that vaccine prior to January 20, 2026.

6. The Superintendent or designee shall not exclude a student from attendance in the district on the grounds that the immunization evidence submitted on the student's behalf shows that the student received doses of the following vaccines on dates that are inconsistent with the ACIP recommendations for minimum age and dose intervals if the immunization evidence shows that the student received one or more doses of that vaccine prior to January 7, 2008:

a. Measles, mumps, and rubella (commonly referred to as MMR);

b. Hepatitis B (commonly referred to as HepB);

c. Pneumococcal conjugate vaccine (commonly referred to as PCV);

d. Haemophilus influenzae type B (commonly referred to as Hib); and

e. Varicella (commonly referred to as VAR).

B. Immunizations as to Which the School District Shall Require Evidence – N.J.A.C. 8:57-4.3

1. With respect to a student entering or attending the district, and subject to N.J.A.C. 8:57-4.3(d), (e), and (f) and B.2., 3., and 4. below, the Superintendent or designee shall require the submission of evidence of the student's immunization with the following vaccines in accordance with the ACIP recommendations, and as administered by a healthcare professional, pharmacist, or a healthcare professional or pharmacist in a jurisdiction other than New Jersey whose licensed scope of practice includes the administration of immunizations, as a condition of the student's admission to and continued attendance in the district:

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a. DTaP, Tetanus diphtheria toxoid (commonly referred to as Td), Tdap, or DT;

b. Hep B;

c. IPV or OPV;

d. MMR;

e. VAR; and

f. Meningococcal serogroups A, C, W, Y vaccine (MenACWY).

2. Notwithstanding the ACIP recommendations with respect to the number of varicella vaccine doses, as an alternative to N.J.A.C. 8:57-4.3(c)5. and B.1.e. above, the Superintendent or designee shall admit a student upon the submission of evidence of the student's immunization with at least one varicella vaccine dose administered in accordance with the ACIP recommendations as to minimum age.

3. Notwithstanding the ACIP recommendations with respect to the number of doses of Meningococcal serogroups A, C, W, Y vaccine (MenACWY), as an alternative to N.J.A.C. 8:57-4.3(c)6. and B.1.f. above, the Superintendent or designee shall admit a student upon the submission of evidence of the student's immunization with at least one dose of MenACWY vaccine administered in accordance with the ACIP recommendations.

4. Notwithstanding ACIP recommendations stating that a student should receive certain doses of the following vaccines during the ages of four through six years of age (four- to six-year dose), the Superintendent or designee shall require the submission of evidence of a student's immunization with the four- to six-year doses of the following vaccines by the earlier of the student's attendance at either Kindergarten or a higher grade, as a condition of the student's admission to and attendance therein:

a. DTaP;

b. IPV or OPV; and

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c. MMR.

C. Evidence of Immunization – N.J.A.C. 8:57-4.4

1. The Superintendent or designee shall accept, and maintain as part a student's immunization record pursuant to N.J.A.C. 8:57-4.6, Policy 5320, and this Regulation, the types of documentation listed at N.J.A.C. 8:57-4.4(b) and C.2. below as evidence of a student's immunization pursuant to N.J.A.C. 8:57-4.2 and 4.3 and A. and B. above if, alone or in combination with other items listed at N.J.A.C. 8:57-4.4(b) and C.2. below, the submitted record identifies:

a. The month, day, and year of administration of each required vaccine dose; or

b. Only the month and year of administration of each required vaccine dose if the totality of the documentation presented enables the Superintendent or designee to undertake the analysis and make the determination that N.J.A.C. 8:57-4.4(c) and C.3. below requires.

2. Subject to N.J.A.C. 8:57-4.4(a) and C.1. above, the following are acceptable forms of evidence of immunization:

a. An official facility record indicating compliance with the immunization requirements of N.J.A.C. 8:57-4, including electronic health records;

b. A record issued by a governmental health authority of the United States of America;

c. A record signed by:

(1) A healthcare professional;

(2) A pharmacist;

(3) Any other entity licensed pursuant to Title 45 of the Revised Statutes of New Jersey whose authorized scope of practice includes the ordering of a vaccine; or

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(4) A person who holds a credential in good standing that is equivalent or corresponds to a credential at N.J.A.C. 8:57-4.4(b)3.i., ii., or iii. and C.2.c.(1), (2) and (3) above, in a jurisdiction other than New Jersey, whose authorized scope of practice includes the ordering of vaccines, provided that if the record is in a language other than English, it is accompanied by an English translation consistent with N.J.A.C. 8:57-4.4(b)6. and C.2.f. below;

d. An official record from the New Jersey Immunization Information System, including a record from the Docket(R) mobile phone application or Docket(R) website application, or a successor application administered by an entity with which the Department may elect to enter into a cooperative data sharing agreement;

e. An official State of New Jersey School Immunization Record; and/or

f. A signed record issued by a foreign governmental agency; provided that, if the record is in a language other than English, it is accompanied by an English translation thereof, certified to be true under penalty of perjury, as follows:

(1) A certification pursuant to N.J.A.C. 8:57-4.4(b)5. and C.2.e. above from any adult is acceptable, provided the certification contains the following statement, and, below the statement, the printed name and signature of the translator, and the date:

"I certify that the translation above faithfully and accurately reproduces in English the closest natural equivalent of the attached document without embellishment, omission, or explanation. I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment."

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3. The Superintendent or designee shall evaluate the evidence submitted on a student's behalf pursuant to N.J.A.C. 8:57, in consultation with the VPDP as may be necessary in the circumstances, to confirm that:

   a. The student received the immunizations of which N.J.A.C. 8:57-4, Policy 5320, and this Regulation require the Superintendent or designee to confirm that student's receipt;

   b. The required doses were administered by a healthcare professional or a pharmacist; and

   c. The dose of each vaccination was a valid dose pursuant to N.J.A.C. 8:57-4.2 and 4.3 and A. and B. above.

D. Evidence of Immunity – N.J.A.C. 8:57-4.5

1. The Superintendent or designee shall accept any of the following as evidence of a student's immunity to a vaccine-preventable disease against which the Superintendent or designee is to require evidence of immunization pursuant to N.J.A.C. 8:57-4.3 and B. above, subject to the ACIP recommendations and the AAP Red Book for scheduling, laboratory testing, and other indicators of immunity:

   a. A positive serologic test result indicative of immunity to:

      (1) Measles;

      (2) Mumps;

      (3) Rubella;

      (4) Varicella; and/or

      (5) Poliovirus (demonstrated by a positive test result for types one, two, and three);

   b. With respect to hepatitis B, a positive:

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(1) Surface antibody laboratory test result after completion of the ACIP recommendations schedule; or

(2) Surface antigen laboratory test result and/or core antibody test result, indicating infection with hepatitis B virus; and

c. With respect to varicella, a record signed by a healthcare professional stating that the healthcare professional diagnosed or verified that the student has had varicella (chicken pox).

2. Pursuant to N.J.S.A. 26:2N-8. through 11., commonly known as "Holly's Law," in lieu of requiring evidence of a student's immunization with a second dose of vaccine for measles, mumps, and rubella, the Superintendent or designee shall admit to the district a student upon the submission of documentation of a positive serologic test result, also known as an antibody titer, for measles, mumps, and rubella.

E. District Obligations with Respect to Documentation of Compliance and Recordkeeping – N.J.A.C. 8:57-4.6

1. Subject to N.J.A.C. 8:57-4.6(b) and E.2. below, the Superintendent or designee shall:

a. Maintain all original documents and evidence submitted on a student's behalf pursuant to N.J.A.C. 8:57-4 in a discrete file (file) with respect to each student that the Superintendent or designee:

(1) Enrolls and admits to the district; and

(2) Excludes from attendance in the district;

b. Keep the file separate from the student's educational and medical records; and

c. Make the file available for inspection on request of the local health official with jurisdiction and/or the New Jersey Department of Health

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for immunization record auditing and related public health oversight and enforcement activities.

2. While the Superintendent or designee may elect to store, electronically, some or all information that N.J.A.C. 8:57-4 requires the Superintendent or designee to collect and maintain, the Superintendent or designee's ability to generate documents or lists from that electronically stored information does not obviate the Superintendent or designee's obligation to maintain the original (paper) documents and evidence pursuant to N.J.A.C. 8:57-4.6(a) and E.1. above.

a. The New Jersey Department of Health shall treat any documents or lists the Superintendent or designee generates from electronically stored information to be in supplement to, and not in replacement of, the file containing the original material.

3. A file that the Superintendent or designee creates pursuant to N.J.A.C. 8:57-4.6(a) and E.1. above is a student's "immunization record," as laws and rules that are within the administration of the New Jersey Department of Education use that term, specifically with respect to access, retention, transfer, and disposal. (See N.J.A.C. 6A:16-2.4 and 6A:32-7).

F. Exemption Due to Medical Contraindication; Required Documentation; School District Review – N.J.A.C. 8:57-4.7

1. The Superintendent or designee shall not require evidence of immunization or immunity pursuant to N.J.A.C. 8:57-4.2 and A. above if a particular immunization is medically contraindicated or presents a precaution for a reason that the ACIP recommendations or the AAP Red Book specify as a vaccine contraindication or precaution.

2. In support of an exemption pursuant to N.J.A.C. 8:57-4.7(a) and F.1. above from a particular required immunization, the Superintendent or designee shall require the submission of a Request for Medical Exemption from Mandatory Immunization (provided at N.J.A.C. 8:57 Appendix L, incorporated herein by reference) executed by a physician or an advanced practice nurse licensed to practice pursuant to Title 45 of the New Jersey

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Revised Statutes, including a person who holds a credential in good standing in a jurisdiction of the United States of America that is equivalent or corresponds to a New Jersey licensed physician or advanced practice nurse, that specifies:

a. The immunization that is medically contraindicated or presents a precaution for the specific student;

b. The period during which the immunization is medically contraindicated or presents a precaution for the student; and

c. The medical reason for which, and the period during which, administration of the immunization is contraindicated or presents a precaution to the student.

3. The Superintendent or designee shall:

a. Review the statement submitted pursuant to N.J.A.C. 8:57-4.7 for compliance with N.J.A.C. 8:57-4.7(a) and (b) and E.1. and E.2. above in consultation with the VPDP, as may be necessary in the circumstances;

b. If the statement complies with N.J.A.C. 8:57-4.7(a) and (b) and E.1. and E.2. above, review the grant of exemption at least annually or by the end of the contraindication period that the statement specifies pursuant to N.J.A.C. 8:57-4.7(b)2. and E.2.b. above, whichever is earlier, to ensure that, upon the conclusion of the contraindication period, evidence of immunization or immunity in accordance with N.J.A.C. 8:57-4.2 and the ACIP recommendations is submitted; and

c. Retain the statement as part of the immunization record pursuant to N.J.A.C. 8:57-4.6.

G. Religious Exemption – N.J.A.C. 8:57-4.8

1. Pursuant to N.J.S.A. 26:1A-9.1., the Superintendent or designee shall not require evidence of a student's immunization or immunity pursuant to

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N.J.A.C. 8:57-4.2 "if the parent of the pupil [student] objects thereto upon the ground that the immunization interferes with the free exercise of the pupil's [student's] religious rights."

2. In support of a request for an exemption pursuant to N.J.A.C. 8:57-4.8(b) and G.1. above, the Superintendent or designee shall require the student's parent to submit a written statement that includes a date and is signed by hand:

a. Requesting an exemption on the grounds described at N.J.A.C. 8:57-4.8(b) and G.1. above, as applicable; and

b. If the request is with respect to a particular immunization rather than to all immunizations, specifying the immunization to which the request applies.

3. The Superintendent or designee shall not exempt a student from the obligation to provide evidence of immunization or immunity pursuant to N.J.A.C. 8:57-4.2 on the sole basis of a moral or philosophical objection to immunization.

4. The Superintendent or designee shall require evidence of immunization or immunity pursuant to N.J.A.C. 8:57-4.2 with respect to immunizations from which the parent does not request exemption pursuant to N.J.A.C. 8:57-4.8, which a parent specifies pursuant to N.J.A.C. 8:57-4.8(c)2. and G.2.b. above.

5. The Superintendent or designee shall retain a written statement that a parent submits pursuant to N.J.A.C. 8:57-4.8(c) and G.2. above in the student's immunization record.

6. Subject to N.J.A.C. 8:57-4.8(i) and G.7. below, the Superintendent or designee shall not require the parent of a student to whom the Superintendent or designee grants an exemption pursuant to N.J.A.C. 8:57-4.8 to reapply annually for the same exemption.

7. If a student, for whom an exemption pursuant to N.J.A.C. 8:57-4.8 is of record, receives, with the consent of the student's parent, an immunization that contravenes the statement the parent submitted pursuant to N.J.A.C. 8:57-4.8(c) and G.2. above, the Superintendent or designee shall deem the request

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for exemption to be withdrawn and thereafter the Superintendent or designee shall require compliance with N.J.A.C. 8:57-4.2 and A. above in accordance with the ACIP recommendations and N.J.A.C. 8:57.

H. Provisional and Foreign Admission – N.J.A.C. 8:57-4.9

1. With respect to a student upon whose behalf evidence pursuant to N.J.A.C. 8:57-4.2 and A. above showing compliance with applicable immunization schedules in accordance with the ACIP recommendations is not submitted, the Superintendent or designee, subject to N.J.A.C. 8:57-4.9(b) and H.2. below, shall neither admit the student to, nor continue the student's enrollment in the district, unless and until evidence is submitted compliant with N.J.A.C. 8:57-4.4 and C. above showing that the student:

a. Has received at least one dose of each immunization that N.J.A.C. 8:57-4.3 and B. above require; and

b. Is no later than fourteen days behind in receiving the remaining doses in accordance with the applicable Catch-up Schedule.

2. With respect to a student who is entering, or transferring into, a school in the district from outside of the United States of America, upon whose behalf evidence pursuant to N.J.A.C. 8:57-4.2 and A. above showing compliance with applicable immunization schedules in accordance with the ACIP recommendations is not submitted, the Superintendent or designee shall admit the student to the district for no longer than thirty days, during which evidence on the student's behalf shall be submitted:

a. Compliant with N.J.A.C. 8:57-4.4 and/or 4.5 and C. and/or D. above of the student's immunization or immunity; and/or

b. Compliant with N.J.A.C. 8:57-4.4 and C. above that the student:

(1) Has received at least one dose of each immunization of which N.J.A.C. 8:57-4.3 and B. above require evidence of immunization in accordance with the ACIP recommendations; and

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(2) Is no later than fourteen days behind in receiving the remaining doses in accordance with the applicable Catch-up Schedule.

3. Subject to N.J.A.C. 8:57-4.9(c)1. and H.3.a. below, N.J.A.C. 8:57-4.9(b) and H.2. above apply to students to whom the Interstate Compact on Educational Opportunity for Military Children applies, pursuant to N.J.S.A. 18A:75A-1 et seq., specifically N.J.S.A. 18A:75A-4. and 5.

a. Pursuant to N.J.S.A. 18A:75A-19., rules of the Military Interstate Children's Compact Commission (MIC3), promulgated pursuant to N.J.S.A. 18A:75A-13., supersede and preempt N.J.A.C. 8:57-4.9(c) and H.3. above, if the MIC3 rules authorize longer periods within which evidence of a student's immunization or immunity in accordance with the ACIP recommendations is to be submitted, as a condition of a student's admission to or continued attendance in the district.

b. The MIC3 rules are available from the Military Interstate Children's Compact Commission.

I. Exclusion of Persons During an Actual or Threatened Vaccine-Preventable Disease Outbreak – N.J.A.C. 8:57-4.10

1. Notwithstanding the grant of an exemption or provisional admission pursuant to N.J.A.C. 8:57-4.7, 4.8, or 4.9 and F., G., and H. above, if the New Jersey Department of Health Commissioner determines that an actual or threatened communicable disease outbreak or a public health emergency exists, and at the direction of the New Jersey Department of Health Commissioner or the local health agency with jurisdiction, the Superintendent or designee shall exclude unimmunized, under-immunized, and provisionally admitted students from attendance thereat during the actual or suspected communicable disease outbreak or public health emergency.

2. Pursuant to N.J.S.A. 26:4-6., "Any body having control of a school may, on account of the prevalence of any communicable disease, or to prevent the spread of communicable diseases, prohibit the attendance of any teacher or

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pupil [student] of any school under their control and specify the time during which the teacher or scholar [student] shall remain away from school."

a. To implement N.J.A.C. 8:57-4.10, the local health agency with jurisdiction or the New Jersey Department of Health shall determine:

(1) The "prevalence" of the communicable disease;

(2) The existence of an epidemiological basis to warrant the prohibition of persons from attendance to prevent the spread of the communicable disease; and

(3) The time and/or circumstances during which the prohibition of persons from attendance is to remain in effect.

3. The Superintendent or designee shall maintain a record of persons admitted to any building in the district pursuant to N.J.A.C. 8:57-4.7, 4.8, and 4.9 and F., G., and H. above and make an up-to-date list of those persons available to the New Jersey Department of Health and/or the local health agency upon request during a suspected or confirmed communicable disease outbreak and/or a public health emergency.

4. The Superintendent or designee may elect to notify a parent who submits a request for exemption of a student pursuant to N.J.A.C. 8:57-4.7 and 4.8 and F. and G. above or who obtains provisional admission of a student pursuant to N.J.A.C. 8:57-4.9 and H. above of the potential exclusion of the student from attendance in the district pursuant to N.J.A.C. 8:57-4.10 during a suspected or confirmed communicable disease outbreak and/or a public health emergency.

J. Reports to Be Sent to the New Jersey Department of Health and Local Health Agency – N.J.A.C. 8:57-4.11

1. The Superintendent or designee shall report the immunization status of the students attending or enrolled in the district by submission of the information required in the Annual Immunization Status Report (provided at N.J.A.C. 8:57 Appendix M) in the New Jersey Immunization Information System (NJIIS) by December 1 of each year.

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SECTION: STUDENTS
#: R 5320
IMMUNIZATION

K. Emergency Powers of the New Jersey Department of Health Commissioner – N.J.A.C. 8:57-4.14

1. If the New Jersey Department of Health Commissioner determines that a suspected or confirmed outbreak of disease exists, or the Governor of New Jersey declares a public health emergency exists pursuant to N.J.S.A. 26:13., the New Jersey Department of Health Commissioner may require additional immunizations or modify existing immunization requirements as a condition of a student's continued enrollment in the district.

2. The Superintendent or designee shall exclude from the district any person failing to meet additional or modified requirements that the New Jersey Department of Health Commissioner issues pursuant to N.J.A.C. 8:57-4.14(a) and K.1. above upon the direction of the local health agency with jurisdiction or the New Jersey Department of Health, which direction may include the exclusion of unimmunized and under-immunized persons, notwithstanding the existence of an otherwise applicable medical contraindication or religious exemption.

3. Additional or modified requirements that the New Jersey Department of Health Commissioner issues pursuant to N.J.A.C. 8:57-4.14(a) and K.1. above, shall remain in effect until the New Jersey Department of Health Commissioner determines that the suspected or confirmed outbreak or other public health emergency is over, and issues a declaration to this effect that rescinds the additional or modified requirements.

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POLICY

SECTION: STUDENTS
#: P 5514
STUDENT USE OF VEHICLES ON SCHOOL GROUNDS

5514 STUDENT USE OF VEHICLES ON SCHOOL GROUNDS

The safety of students, staff members, school visitors, and others while on school grounds is of significant importance to the Board of Education. A student's use of a vehicle and/or other modes of transportation on school grounds has the potential to present a safety hazard for the student operator and to other students, staff members, school visitors, and others while on school grounds.

For the purpose of this Policy:

"Motorized bicycle" means a pedal bicycle as defined in N.J.A.C. 13:25-1.1 and a "low-speed electric bicycle" as defined in N.J.S.A. 39:1-1.

"Motor vehicle" means all vehicles propelled otherwise than by muscular power, excepting such vehicles as run only upon rails or tracks, low-speed electric bicycles, low-speed electric scooters, and motorized bicycles, as defined in N.J.S.A. 39:1-1.

"Motorized scooter" means a miniature motor vehicle as defined in N.J.S.A. 39-1.1. and includes the definition for "low-speed scooter" as defined in N.J.S.A. 39:1-1.

District With a High School That Permits Student Parking on School Grounds

Students in grade 12 are permitted to drive their **motor vehicle** ~~automobile~~ to and from school and park in the area designated for student parking **on school grounds**.

The student must register their **motor vehicle** ~~automobile~~ with the Principal or designee who will provide the student with school rules for driving and parking on school grounds. The school's rules may require a permit that must be affixed on a window or be clearly visible from outside the **motor vehicle** ~~automobile~~ when the **motor vehicle** ~~automobile~~ is parked on school grounds.

Bicycles

Students are permitted to ride bicycles to all schools in the school district.

Students riding bicycles to school must comply with all applicable State and local laws for operating a bicycle. The Principal of each school may develop school rules for the operation of the student's bicycle on school grounds. Students must park and lock their bicycles in an

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area outside the school building designated by the Principal. A bicycle may not be brought into the school building without the Principal's permission.

Non-Motorized Skateboards, Scooters, Roller Skates, Etc.

Students are not permitted to bring non-motorized skateboards, scooters, roller skates, or any other non-motorized mode of transportation on school grounds ~~during the school day~~.

Motorized Modes of Transportation Other Than Motor Vehicles, Including E-Bikes

~~Students are not permitted to bring any motorized bicycle, skateboard, scooter, roller skates, hoverboard, or any other motorized mode of transportation on school grounds during the school day.~~ **Students are not permitted to bring on school grounds motorized bicycles, including E-Bikes, motorized scooters, or any other motorized mode of transportation, not to include motor vehicles.**

The Principal of each school building may revoke the privilege of a student's use of any **motor** vehicle**, motorized mode of transportation,** or **any other non-motorized** mode of transportation permitted by this Policy for the student's failure to follow the provisions of this Policy and any requirements of State or local law or any school rule. The Board ~~of Education~~ assumes no responsibility for the loss, damage, or theft of any **motor** vehicle**, motorized mode of transportation,** or any **other non-motorized** mode of transportation permitted on school grounds in accordance with this Policy.

N.J.S.A. 39:1-1.
N.J.A.C. 13:25-1.1

Adopted: 14 October 2013
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POLICY

SECTION: STUDENTS
#: P 5517
SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS (M)

5517 SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS (M)

The Board of Education recognizes school building security measures are important for the safety and welfare of all students, staff, parents, and community members in school buildings. In recognizing this important responsibility, the Principal or designee may require students to carry a school district issued **i**~~I~~dentification **c**~~C~~ard.

An **i**~~I~~dentification **c**~~C~~ard will be issued to all students in middle schools and high schools.

The **i**~~I~~dentification **c**~~C~~ard shall have printed on the back the telephone number for **mental health and suicide crisis resources,** ~~the New Jersey Suicide Prevention Hopeline (NJ Hopeline) and contact information for a crisis text line~~ pursuant to N.J.S.A. 18A:6-113.1. The district may, in addition to the telephone number for **mental health and suicide crisis resources** ~~the NJ Hopeline and contact information for a crisis text line~~, provide the contact information for the National Suicide Prevention Lifeline~~, a school district crisis center,~~ or any other mental health support services pursuant to N.J.S.A. 18A:**6-113.1**~~3B-73.2~~.

The Principal or designee may require a student to present their **i**~~I~~dentification **c**~~C~~ard at any time during the school day or at any time during a school-sponsored activity on school grounds.

Notwithstanding any provision of this Policy, the Principal or designee may also require students carry their **i**~~I~~dentification **c**~~C~~ard at any school-sponsored, off-campus activity~~,~~ including**,** but not limited to, field trips or interscholastic sports programs pursuant to N.J.S.A. 18A:36-43**.**a. The provisions of **N.J.S.A. 18A:36-43. and** this Policy shall not be construed to require a student to carry the **i**~~I~~dentification **c**~~C~~ard while participating in an athletic contest or competition, an activity involving fine arts or performing arts, or any other **extracurricular** activity that the Commissioner of Education determines does not require the physical possession of an **i**~~I~~dentification **c**~~C~~ard. An **i**~~I~~dentification **c**~~C~~ard used in accordance with N.J.S.A. 18A:36-43**.**a**.** shall include, but need not be limited to, the following information: the student's name**,**~~;~~ an up-to-date photograph**,**~~;~~ and the current school year.

Any student who fails to have the **i**~~I~~dentification **c**~~C~~ard in their possession or fails to present it when required may be denied access to an event or activity and may be subject to appropriate discipline.

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SECTION: STUDENTS
#: P 5517
SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS
(M)

An **i**~~I~~dentification **c**~~C~~ard issued in accordance with this Policy shall not be considered a government record pursuant to ~~P.L. 1963, c.73 (~~N.J.S.A. 47:1A-1 et seq.~~)~~, ~~P.L. 2001, c.404 (~~N.J.S.A. 47:1A-5.~~)~~, or the common law concerning access to government records.

N.J.S.A. ~~18A:3B-73.2;~~ 18A:6-113.1.; 18A:36-43.

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POLICY

SECTION: PROPERTY
#: P 7523
SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

7523 SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

The Board of Education may provide technology devices to students in the **school** district for ~~school~~ district authorized use only. The purpose of this Policy is to establish general guidelines for the issuance and utilization of any ~~school~~ district technology device provided to students ~~of this district~~. For the purpose~~s~~ of this Policy, "technology device" or "device" shall include, but not be limited to, portable devices such as computers, laptops, tablets, cellular telephones, or any other computing or electronic devices the ~~school~~ district provides to students to be used as part of their educational program.

A technology device made available to students will not be considered a textbook or supply, as defined in N.J.S.A. 18A:34-1., mandatory to a successful completion of the classroom curriculum. Therefore, because a technology device defined in this Policy is not mandatory to a successful completion of a student's classroom curriculum, a student will not be required to obtain a technology device provided by the ~~school~~ district as defined in this Policy. In the event the ~~school~~ district provides a technology device that is deemed mandatory to a successful completion of the classroom curriculum, the district will provide students with such a technology device consistent with its textbook or supply policies. ~~Nothing in this Policy prohibits a student from using their personal technology device in accordance with school rules and regulations.~~

A technology device provided by the ~~school~~ district may include pre-loaded software. A student is prevented from downloading additional software onto the technology device or tampering with software installed on the technology device. Only ~~school~~ district authorized staff members may load or download software onto a ~~school~~ district provided technology device.

To receive a ~~school~~ district provided technology device, the parent and student must sign a School District Provided Technology Device Form requiring the parent and the student to comply with certain provisions. These provisions may include, but are not limited to:

1. A ~~school~~ district provided technology device must be used only by the student for ~~school~~ district authorized use;

2. A student shall comply with the ~~school~~ district's acceptable use of technology policies, which shall be attached to the School District Provided Technology Device Form, in their use of any ~~school~~ district provided technology device;

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3. Any ~~school~~ district provided technology device loaned to a student must be returned to the ~~school~~ district in the condition it was initially provided to the student considering reasonable use and care by the student;

4. The parent or student shall be responsible to reimburse the ~~school~~ district the cost of any technology device that is lost, damaged beyond reasonable use or beyond its value, abandoned, missing, stolen, or cannot be returned to the district in accordance with the terms of the School District Provided Technology Device Form;

5. The district may require, or offer as an option, depending on the type of technology device provided to the student, an insurance policy to be purchased by the parent or student that would cover certain losses or damage to a technology device during the time period the student has possession of the device. The parent or the student shall pay any insurance policy required deductibles in the event of a loss;

6. In the event the ~~school~~ district does not require the purchase of an insurance policy for a technology device or the parent or student elects not to purchase optional insurance, the parent and/or student shall be responsible for any loss or damage to the technology device in accordance with the terms of the School District Provided Technology Device Form;

7. A student will be required to report any hardware or software problems in the operation of the device to the ~~school~~ district staff member, designated on the School District Provided Technology Device Form, within two school days of the commencement of the problem;

8. A student must report to the ~~school~~ district staff member designated on the School District Provided Technology Device Form within two school days in the event the technology device has been damaged or is missing;

9. A parent or student is required to immediately file a police report in the event it is believed the technology device has been stolen. Within one school day after filing a police report, a parent or student shall complete the School District Provided Technology Device Loss Form and submit the completed Loss Form and a copy of the police report to the Principal or designee;

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10. A student shall be required to provide routine cleaning and care of the device in accordance with ~~school~~ district cleaning and care guidelines;

11. The student shall have the technology device in their possession in school as required; and

12. Any other provisions the Superintendent of Schools determines should be included on the School District Provided Technology Device Form.

13. ~~Other -~~ _____
_____

14. ~~Other -~~ _____
_____

15. ~~Other -~~ _____
_____

The ~~school~~ district will provide the student and parent with written or electronic notification that the technology device provided by the school district may record or collect information on the student's activity or the student's use of the technology device if the device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. This notification shall also include a statement that the ~~school~~ district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent **of the student** shall ~~be required to~~ acknowledge receipt of this notification**.** ~~and~~ **T**~~t~~he **district** ~~parent acknowledgement~~ shall ~~be~~ retain~~ed~~ **the acknowledgement** ~~by the Principal or designee~~ for as long as the student retains the use of the ~~school district provided~~ technology device. The parent acknowledgement and a signed School District Provided Technology Device Form shall be required before the issuance of a technology device to a student. In accordance with **N.J.S.A. 18A:36-39.** ~~the provisions of P.L. 2013, Chapter 44~~, a ~~school~~ district failing to provide this notification shall be subject to a fine of $250 per student, per incident. The fine shall be remitted to the New Jersey Department of Education, and shall be deposited in a fund that shall be used to provide laptop or other portable computer equipment to at-risk students as defined in N.J.S.A. 18A:7F-45.

Students shall comply with all ~~school~~ district policies for the use of a ~~school~~ district provided technology device. A student shall be subject to consequences in the event the student violates

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any ~~school~~ district policy, including the district's acceptable use policies; student code of conduct; any provision of this Policy; or any provision of the School District Provided Technology Device Form.

N.J.S.A. 18A:34-1**.**
N.J.S.A. 18A:36-39. ~~P.L. 2013, Chapter 44~~ – "The Anti-Big Brother Act"

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POLICY

SECTION: COMMUNITY
#: P 9181
VOLUNTEER ~~ATHLETIC COACHES AND~~ CO-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS

9181 VOLUNTEER ~~ATHLETIC COACHES AND~~ CO-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS

The Board of Education recognizes the services of volunteer ~~athletic coaches and~~ co-curricular activity advisors/assistants bring unique skills to the **school** district, enrich the ~~athletic and~~ co-curricular program, assist district ~~coaching and~~ co-curricular staff members in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of volunteer ~~athletic coaches and~~ co-curricular activity advisors/assistants in the district.

For the purpose~~s~~ of this Policy, "volunteer ~~athletic coach and~~ co-curricular activity advisor/assistant" is a person who is not paid by the Board, assisting under the direct supervision of an appropriately certified or licensed ~~school~~ district employee~~, and provides assistance for the school activity~~.

The Superintendent of Schools or designee will be responsible for the recruitment and screening of volunteer ~~athletic coaches and~~ co-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer **co-curricular activity advisor/assistant** as determined by the Superintendent.

A ~~These~~ volunteer~~s~~ **co-curricular activity advisor/assistant** must be recommended by the Superintendent and approved by the Board prior to assuming any responsibilities.

The Superintendent or designee will prepare and promulgate rules of conduct for volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants. Each volunteer ~~athletic coach and~~ co-curricular activity advisor/assistant will be given a copy of this Policy.

The following guidelines shall govern the service of a volunteer ~~athletic coach and volunteer~~ co-curricular activity advisor/assistant:

1. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants may serve only under the direction and direct supervision of an appropriately certified or licensed ~~head and/or assistant coach or~~ activity advisor or assistant employed by the Board;

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2. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants must clearly understand their duties and responsibilities and perform no services outside those duties;

3. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants serve only in a support capacity and only ~~head or assistant coaches or~~ activity advisors or assistants employed by the Board are responsible for the supervision and instruction provided to students participating in ~~athletic programs or~~ co-curricular activities;

4. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants shall respect the individuality, dignity, and worth of each student;

5. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants are not permitted access to student records;

6. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants must not disclose any confidential student matters the ~~volunteer athletic coach or~~ volunteer activity advisor/assistant becomes aware of as a result of their volunteer responsibilities;

7. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants shall consult with the Superintendent or designee regarding any matters or questions regarding their duties and responsibilities;

8. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants shall receive no financial remuneration from the Board; and

9. Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board meeting following relief of duties.

Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants will be screened for tuberculosis in accordance with the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

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Volunteer ~~athletic coaches and volunteer~~ co-curricular activity advisors/assistants will be required to participate in all mandated trainings required for their position and any other trainings as required by the Superintendent or designee.

All ~~school~~ volunteer ~~athletic coaches and~~ co-curricular activity advisors/assistants must **obtain a criminal history record check to be reimbursed by the Board in accordance with N.J.S.A. 18A:6-7.2.**

All ~~school~~ volunteer ~~athletic coaches and~~ co-curricular activity advisors/assistants must **sign a waiver for workers' compensation if required by the school district's insurance company.**

N.J.S.A. 18A:6-7.1.; 18A:6-7.2.

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POLICY

SECTION: COMMUNITY
#: P 9182
ATHLETIC COACHES

9182 ATHLETIC COACHES

The Board of Education will employ athletic coaches that are properly certified and possess the personal characteristics that qualify them to serve as role models to students. The Superintendent shall recommend to the Board the employment of qualified athletic coaches and paraprofessional aids/coaches for the district's interscholastic athletic programs.

For the purpose of this Policy, "athletic coach" means a person who coaches an interscholastic high school athletic team in any way, whether for pay or as a volunteer at the varsity, junior varsity, or freshman level (ninth grade through twelfth grade).

For the purpose of this Policy, "paraprofessional aid/coach" means a person who aids in the coaching of an interscholastic high school athletic team in any way, under the direct supervision of an athletic coach and without any direct supervision responsibilities.

Athletic Coaches

Any athletic coach approved by the Board must be the holder of either a New Jersey teaching certificate or a substitute credential, pursuant to N.J.A.C. 6A:9B-5.16(b). The twenty-day limitation noted at N.J.A.C. 6A:9B-7.3(a) shall not apply to coaching situations.

The Board shall determine, consistent with the requirements and standards of N.J.S.A. 18A:6-7.1 et seq., that no criminal history record information exists on file in the Federal Bureau of Investigation, Identification Division, or the State Bureau of Identification which would disqualify the athletic coach from being employed or utilized in such capacity or position. The athletic coach, except as provided in N.J.S.A. 18A:6-7.1.g., shall be permanently disqualified from employment or service in the district if the criminal history record check reveals a record of conviction for any crime or offense as defined in N.J.S.A. 18A:6-7.1 et seq.

An athletic coach employed by the district who is not a regular employee of the district shall be screened for tuberculosis in accordance with the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

An athletic coach employed by the district who is not a regular employee of the district shall be employed only for the duration of the specific sport season. The athletic coach shall be

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paid the stipend and no out-of-district athletic coach shall be eligible for tenure or for employment benefits.

All athletic coaches are required to participate in all mandated trainings required for their position and any other trainings as required by the Superintendent or designee.

Paraprofessional Aid/Coach

The Board recognizes the services of paraprofessional aides/coaches bring unique skills to the district, enrich the athletic program, assist district athletic coaches in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of paraprofessional aides/coaches in the district. Paraprofessional aides/coaches may be paid by the Board.

Paraprofessional aides/coaches will be screened for tuberculosis in accordance with the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

Paraprofessional aides/coaches shall be required to participate in all mandated trainings required for their position and any other trainings as required by the Superintendent or designee.

The Board shall determine, consistent with the requirements and standards of N.J.S.A. 18A:6-7.1 et seq., that no criminal history record information exists on file in the Federal Bureau of Investigation, Identification Division, or the State Bureau of Identification which would disqualify the paraprofessional aides/coaches from being employed or utilized in such capacity or position. The paraprofessional aides/coaches, except as provided in N.J.S.A. 18A:6-7.1.g., shall be permanently disqualified from employment or service in the district if the criminal history record check reveals a record of conviction for any crime or offense as defined in N.J.S.A. 18A:6-7.1 et seq. If an unpaid paraprofessional aide/coach is required by the Board to obtain a criminal history background check, the Board shall reimburse the unpaid paraprofessional aide/coach for the cost of obtaining a criminal history background check as required by N.J.S.A. 18A:6-7.2.

Paraprofessional aides/coaches may serve only under the direction and direct supervision of an appropriately certified or licensed head and/or assistant coach employed by the Board and serve only in a support capacity. Athletic coaches are responsible for the supervision

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and instruction provided to students participating in athletic programs or co-curricular activities.

Paraprofessional aides/coaches are not permitted access to student records and must not disclose any confidential student matters they become aware of as a result of their volunteer responsibilities.

Paraprofessional aides/coaches may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board meeting following relief of duties.

The Superintendent or designee will prepare and promulgate rules of conduct for athletic coaches. Each athletic coach will be given a copy of this Policy.

N.J.S.A. 18A:6-7.1.; 18A:6-7.2.
NJSIAA Coaching Requirements

Adopted: TBD

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